



# OPERATIONS COMMITTEE

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## Agenda Report

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**File #:** 2022-2207

**Agenda Date:** 3/23/2022

**Agenda Item No:** 8.

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**FROM:** James D. Herberg, General Manager  
Originator: Kathy Millea, Director of Engineering

**SUBJECT:**

**SURVEYING SERVICES, PSA2022-002**

**GENERAL MANAGER'S RECOMMENDATION**

RECOMMENDATION:

Approve Professional Services Agreements to provide on-call surveying services for collection system and treatment plant projects, PSA2022-002, for a three-year period effective May 1, 2022, for an amount not to exceed \$200,000 per individual agreement (\$800,000 total) with the following four firms:

- Michael Baker International, Inc.
- Stantec Consulting Services, Inc.
- Psomas
- D. Woolley & Associates, Inc.

**BACKGROUND**

The Orange County Sanitation District (OC San) uses outside specialty consultants for surveying services in support of the Capital Improvement Program, Small Construction Projects, and Maintenance Projects during the planning, design, and construction of facilities both inside the plants and for the collection systems.

**RELEVANT STANDARDS**

- Ensure the public's money is wisely spent
- 1, 5, 20-year planning horizons
- California Government Code §4526: Select the "best qualified firm" and "negotiate fair and equitable fees"

**PROBLEM**

The current on-call surveying services contracts are expiring in April 2022. Without new contracts, OC San would not have access to surveying services to support the Capital Improvement Program, Small Construction Projects, and Maintenance Projects.

## PROPOSED SOLUTION

Award Professional Services Agreements to provide on-call surveying services. The agreements will cover a three-year period. The recommended contract amounts are based on the number and type of services utilized over the past three years, as well as the anticipated needs going forward for the next three years based on forecasted project workload. Staff will use these Consultants on an as-needed basis only. The total agreement cost is not guaranteed, nor is it paid to the Consultant if their services are not used.

## TIMING CONCERNS

The current contracts will be expiring, and the budgets expended. Delaying the new contracts will prevent the use of these services to support collection system and treatment plant projects.

## RAMIFICATIONS OF NOT TAKING ACTION

Increased risk of construction quality and code compliance problems during execution of the Capital Improvement Program, Small Construction Projects, and Maintenance Projects without these services.

## PRIOR COMMITTEE/BOARD ACTIONS

N/A

## ADDITIONAL INFORMATION

On August 25, 2021, OC San issued a Notice to Prospective Proposers to over 1,600 vendors, which outlined the timeline for the solicitation. On September 14, 2021, OC San requested and advertised for proposals. 40 companies identified themselves as potential bidders.

Ten proposals were received on October 28, 2021 and evaluated in accordance with the evaluation process set forth in OC San's Purchasing Ordinance by a pre-selected Evaluation Team consisting of OC San staff: two Construction Inspection Supervisors and two Construction Inspectors. The Evaluation Team also included two non-voting representatives from the Contracts Administration Division.

The following evaluation criteria were described in the Request for Proposals (RFP) and used to evaluate the proposals.

CRITERION	WEIGHT
Project Approach and Scope of Work Understanding	25%
Staff Qualifications	40%
Professional Registration and Experience	35%

The Evaluation Team scored the proposal on the established criteria as summarized in the table below:

Rank	Firm	Approach and Understanding (Max 25)	Staff Qualifications (Max 40)	Prof. Registr & Experience (Max 35)	Total Score (Max 100)
1	Michael Baker International, Inc.	24	39	34	97
2	Stantec Consulting Services Inc.	23	38	34	95
3	Psomas	20	37	31	88
4	D. Woolley & Associates, Inc.	20	30	26	76
5	KDM Meridian	18	25	30	73
6	Hunsaker & Associates Irvine, Inc.	11	22	23	56
7	Cabrinha, Hearn & Associates	14	24	16	54
8	TKE Engineering, Inc.	15	18	19	52
9	Johnson-Frank & Associates, Inc.	10	20	16	46
10	Cannon Reliable Responsive Solutions*				Non-responsive

The proposal from Cannon Reliable Responsive Solutions was determined to be non-responsive as their submitted Safety Declaration and accompanying OSHA Logs indicated an Accident Frequency Factor that exceeded the OC San limitation of 1.25.

Based on this scoring, staff recommends award of agreements to the top four-ranked firms. The Proposers recommended for award generally had a better approach to meeting OC San's needs in combination with highly qualified staff and demonstrated experience performing the type of inspections and testing needed for OC San's projected work over the contract period. Lower scoring Proposers generally did not address all of the requirements of the RFP.

The fee proposals for these firms were opened on January 27, 2022 and the rates were reviewed for general conformance and found to be acceptable.

## CEQA

N/A

## FINANCIAL CONSIDERATIONS

This request complies with authority levels of OC San's Purchasing Ordinance. The budgeted costs for the proposed Professional Service Agreements are contained within the approved CIP project budgets and no additional funding is necessary.

**ATTACHMENT**

*The following attachment(s) may be viewed on-line at the OC San website ([www.ocsan.gov](http://www.ocsan.gov)) with the complete agenda package:*

- Professional Services Agreements - Surveying Services

JM:DF:jw