



# OPERATIONS COMMITTEE

Administration Building  
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## Agenda Report

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**File #:** 2021-1806

**Agenda Date:** 9/1/2021

**Agenda Item No:** 12.

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**FROM:** James D. Herberg, General Manager  
Originator: Rob Thompson, Assistant General Manager

**SUBJECT:**

**MANHOLE FRAME AND COVER SERVICES, SPECIFICATION NO. S-2021-1258BD**

**GENERAL MANAGER'S RECOMMENDATION**

RECOMMENDATION: Recommend to the Board of Directors to:

- A. Approve a Service Contract to Ayala Engineering, Inc. to provide Manhole Frame & Cover Replacement Services, Specification No. S-2021-1258BD, for a total amount not to exceed \$992,105 for the period beginning November 1, 2021 through October 31, 2022, with four, one-year renewal options; and
- B. Approve a contingency of \$148,816 (15%).

**BACKGROUND**

The Orange County Sanitation District (OC San) owns approximately 4,000 manholes throughout its service area. Occasionally, manholes need repair or replacement due to corrosion, wear from traffic, settling, age, or street repaving. Public safety requires the repair of worn manhole frames and covers in a timely fashion. In addition, when streets are repaved by cities or the county, OC San is required to reset the manhole frames and covers to align with the new street elevation.

**RELEVANT STANDARDS**

- Operate and maintain facilities to minimize impacts on surrounding communities, including odor, noise, and lighting
- Protect OC San assets
- Commitment to safety & reducing risk in all operations

**PROBLEM**

There has been an increased level of street maintenance and repaving in the service area. The current authorized contract amount for the manhole frames and covers replacement service was insufficient to sustain the necessary manhole frames and covers replacement work. The prior Service Contract funding was exhausted with five months remaining in the annual term.

**PROPOSED SOLUTION**

Staff rebid the unit price based Service Contract with a greater number of estimated units to reset the contract for the greater service need. Staff recommends awarding a new Service Contract to Ayala Engineering, Inc. for \$992,105, with an annual 15% contingency of \$148,816.

**TIMING CONCERNS**

The current contract will expire at the end of October. Public safety will be at risk without the ability to quickly replace or reset damaged or misaligned manhole frames and covers.

**RAMIFICATIONS OF NOT TAKING ACTION**

Without a contract in place, the manhole frames and covers continue to degrade and risk the safety of the public and the integrity of OC San’s assets. Individual purchase orders are time-consuming and will reduce the speed at which repairs can take place.

**PRIOR COMMITTEE/BOARD ACTIONS**

N/A

**ADDITIONAL INFORMATION**

OC San issued a notice inviting bids on June 30, 2021 through PlanetBids. The bids were due on August 4, 2021. OC San received one responsive bid. The bid is valid for 180 calendar days from the opening date.

BID RESULTS:

The following is a list of the companies that submitted a bid.

Company Name	Bid	Determination
Ayala Engineering, Inc.	\$992,105	Responsive

AWARD RECOMMENDATION

Based on the bid results, staff recommends awarding a Service Contract to the lowest responsive and responsive bidder, Ayala Engineering, Inc. The term of this contract will begin November 1, 2021 through October 31, 2022, with four, one-year renewal options.

**CEQA**

N/A

**FINANCIAL CONSIDERATIONS**

This request complies with authority levels OC San’s Purchasing Ordinance. This budgeted item is in the FY 2021-22 budget. Line item: 3, Section 06, Page 76. Operating Expenses By Category:

Professional & Contractual Services.

<u>Date of Approval</u>	<u>Contract Amount</u>	<u>Contingency</u>
09/29/2021	\$992,105	\$148,816 (15%)

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**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:*

- Service Contract

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