



OPERATIONS COMMITTEE

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Agenda Report

File #: 2026-4969

Agenda Date: 7/1/2026

Agenda Item No: 5.

FROM: Robert Thompson, General Manager
Originator: Mike Dorman, Director of Engineering

SUBJECT:

ON-CALL CONDITION ASSESSMENT PROGRAM SUPPORT SERVICES, SPECIFICATION NO. S-2026-720BD

GENERAL MANAGER'S RECOMMENDATION

RECOMMENDATION: Recommend to the Board of Directors to:

- A. Approve a Services Contract with Jamison Engineering Contractors, Inc. to provide on-call condition assessment program support services, Specification No. S-2026-720BD, for the period of August 1, 2026, through June 30, 2027, for a total amount not to exceed \$1,114,638 with four (4) one-year renewal options;
- B. Approve an annual increase not to exceed 3.5% of the previous year's amount; and
- C. Approve an annual contingency not to exceed 10% of the annual contract amount for all renewal periods.

BACKGROUND

Orange County Sanitation District (OC San) utilizes contractor services to support the performance of critical equipment and facility condition assessments. Condition assessments are a key component of OC San's Asset Management Program as they provide vital information related to the current status of critical equipment, structures, and facilities throughout both reclamation plants and the collection system. This information is utilized to determine remaining useful life and impacts the planning and execution of maintenance efforts and capital projects.

Condition assessments often occur in challenging locations. These locations may include confined spaces, areas that require heavy cleaning or grit removal, spaces that require labor or equipment to access (i.e. an area secured by a hatch or gate), and areas that can only be feasibly inspected via methods or technology not readily available to staff. Utilizing a contractor to support these efforts provides effective execution in a safe, reliable manner.

In addition, during the performance of a condition assessment, minor issues may be encountered that require repair. Enabling the performance of incidental repairs at the time of the assessment prevents these issues from worsening, minimizes operational impacts, and prevents duplicative efforts necessary to access and prepare the area to perform the work.

RELEVANT STANDARDS

- Protect OC San assets
- Maintain a proactive asset management program
- 24/7/365 treatment plant reliability

PROBLEM

The current on-call contractor support services contract expires on October 31, 2026. Without a new contract in place, performance of planned assessments cannot be executed efficiently, and the asset management program will be impacted.

PROPOSED SOLUTION

Approve a Services Contract with Jamison Engineering Contractors, Inc. to provide on-call contractor support services for OC San's condition assessment program.

TIMING CONCERNS

The current contract will expire on October 31, 2026. Having a new on-call contractor support services contract in place prior to the current contract's expiration will ensure that planned condition assessments are not impacted.

RAMIFICATIONS OF NOT TAKING ACTION

If no action is taken, planned condition assessments will be delayed, impacting the effectiveness of the asset management program. Separate procurements for support services would be required on a case-by-case basis; this is less efficient and requires more resources to manage and execute.

PRIOR COMMITTEE/BOARD ACTIONS

N/A

ADDITIONAL INFORMATION

A Request for Proposal (RFP) was advertised on March 17, 2026, for Condition Assessment On-Call Contractor Support Services and was available to firms that were registered on the OC San Bidding System. The RFP indicated that award would be made to up to two proposers that meet the minimum qualification requirements. A non-mandatory pre-proposal meeting was conducted virtually on March 31, 2026.

The following evaluation criteria were described in the RFP and used to determine the most qualified company.

CRITERION	WEIGHT
1. Qualifications & Experience of Firm	200 Points
2. Proposed Staffing & Project Organization	300 Points
3. Work Plan	300 Points
4. Cost	200 Points

One proposal was received on April 16, 2026, and evaluated in accordance with OC San’s policies and procedures by a team consisting of an OC San Engineer, Operations Supervisor, Maintenance Superintendent, and Principal Safety & Health Specialist. A purchasing representative chaired the team as a non-voting member.

The evaluation team first reviewed and scored the proposal based upon the criteria listed above, other than cost.

	Criterion 1 (Max 200)	Criterion 2 (Max 300)	Criterion 3 (Max 300)	Subtotal Score (Max 800)
Jamison Engineering Contractors, Inc.	176	246	265	687

Staff determined that Jamison Engineering Contractors, Inc., is qualified based on the firm’s and project team’s qualifications and safety records. They have the appropriate relevant experience with OC San and other agencies conducting similar work. Their approach and understanding of the work were determined to be satisfactory.

The proposal was accompanied by a sealed cost proposal. The cost proposal was opened and negotiated.

Rank	Proposer	Subtotal Score Without cost (Max 800)	Cost (Max 200)	Subtotal Score (Max 800)
1.	Jamison Engineering Contractors, Inc.	687	200	887

After a complete evaluation, Jamison Engineering Contractors, Inc., was invited to submit a Best and Final Offer (BAFO). The submitted BAFO remained unchanged from the originally submitted cost.

Rank	Proposer	Original Cost	Best and Final Offer
1.	Jamison Engineering Contractors, Inc.	\$1,114,638	\$1,114,638

Staff recommends approval of a Services Contract with Jamison Engineering Contractors, Inc. for an amount not to exceed \$1,114,638 for the period from August 1, 2026, through June 30, 2027, with four (4) one-year renewal options aligned with the subsequent fiscal years and with up to an annual escalation of 3.5% and an annual contingency of 10%.

CEQA

This is not a project as defined by the California Environmental Quality Act (CEQA), therefore CEQA does not apply.

FINANCIAL CONSIDERATIONS

This request complies with authority levels of OC San's Purchasing Ordinance. This item has been budgeted (Budget FY 2026-27 and 2027-28, Section 6, Page 79) and the budget is sufficient for the recommended action.

<u>Date of Approval</u>	<u>Contract Amount</u>	<u>Contingency</u>
07/22/2026	\$1,114,638	\$111,464 (10%)

ATTACHMENT

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

- Services Contract