

OPERATIONS COMMITTEE

Agenda Report

File #: 2022-2501

Agenda Date: 9/7/2022

Agenda Item No: 2.

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

SUBJECT:

EXTERIOR LIGHTING STUDY AT PLANT NO. 1 AND PLANT NO. 2

GENERAL MANAGER'S RECOMMENDATION

RECOMMENDATION:

- A. Approve a Professional Services Agreement with IDS Group, Inc. to provide engineering services for Exterior Lighting Study at Plant Nos. 1 and 2, Project No. PS21-01, for an amount not to exceed \$151,660; and
- B. Approve a contingency of \$15,166 (10%).

BACKGROUND

Orange County Sanitation District (OC San) Treatment Plant No. 1 and Plant No. 2 contain exterior lighting for process facilities, non-process areas, and support facilities. In 2014, OC San contracted with Pinkerton Inc. to perform security and risk assessments at both plants. Pinkerton's report highlighted significant lighting issues at both plants. In 2019, OC San contracted with LP Executive Consulting to perform a two-night lighting survey. This survey identified areas with light levels below code required minimum illumination, which would need additional assessment to address.

Some of the reasons for the exterior lighting deficiencies are:

- Older areas where coordinated and standardized lighting was not a part of the original design
- Removal of existing lighting fixtures due to demolition of abandoned structures
- Exterior lighting fixtures being turned off due to local community impacts

RELEVANT STANDARDS

- Operate and maintain facilities to minimize impacts on surrounding communities, including odor, noise, and lighting
- Commitment to safety & reducing risk in all operations
- Provide a safe and collegial workplace

PROBLEM

Insufficient exterior lighting prevents Operations from accessing process areas safely and efficiently during night shifts. It also impacts Maintenance's ability to access or assess areas during unplanned maintenance events. OC San Engineering's lighting standard specifications require an update. An uncoordinated lighting plan for each plant can result in both light pollution to neighboring communities and also lead to "security blind spots" around the plant perimeter.

PROPOSED SOLUTION

Approve a professional services agreement for Exterior Lighting Study at Plant No. 1 and Plant No. 2, Project No. PS21-01. This project will identify and document exterior lighting deficiencies at both plants, recommend coordinated lighting improvements, provide new engineering standards, and develop an exterior lighting control philosophy to minimize impact of light trespass on neighbors.

TIMING CONCERNS

This study will provide a roadmap so lighting improvements and updated standards can be incorporated into existing and future CIP projects. A delay will not allow this planned incorporation.

RAMIFICATIONS OF NOT TAKING ACTION

OC San will implement piecemealed small projects to design lighting improvements at both plants. Existing and future CIP projects will have lighting designs that will not be a part of a coordinated plan with updated standards. Light pollution issues towards neighboring communities will not improve.

PRIOR COMMITTEE/BOARD ACTIONS

N/A

ADDITIONAL INFORMATIONConsultant Selection:

OC San requested and advertised for proposals for Exterior Lighting Study at Plant No. 1 and Plant No. 2, Project No. PS21-01., on March 21, 2022. The following evaluation criteria were described in the Request for Proposals (RFP) and used to determine the most qualified Consultant.

CRITERION	WEIGHT
Project Understanding and Approach	30%
Related Project Experience	35%
Project Team and Staff Qualifications	35%

One proposal was received on May 9, 2022 and evaluated in accordance with the evaluation process set forth in OC San's Purchasing Ordinance by a pre-selected Evaluation Team consisting of the following OC San staff: Engineering Supervisor, Senior Engineer, and Security/Emergency Planning

Specialist. The Evaluation Team also included one non-voting representative from the Contracts Administration Division and one non-voting technical advisor from OC San staff.

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

	Firm	Project Understanding and Approach (Max. 30 Points)	Related Project Experience (Max. 35 Points)	Project Team and Staff Qualifications (Max. 35 Points)	Total Score (Max. 100 Points)
1	IDS Group, Inc.	20	23	25	68

IDS Group, Inc. was invited to an interview for the Evaluation Team to fully evaluate IDS Group, Inc.'s ability to complete the project successfully and to better evaluate the proposed team. An interview was conducted on June 14, 2022. Subsequently, the Evaluation Team determined the proposer to be qualified to perform the work based on both the written proposal and the interview.

	Firm	Project Understanding and Approach (Max. 30 Points)	Related Project Experience (Max. 35 Points)	Project Team and Staff Qualifications (Max. 35 Points)	Total Score (Max. 100 Points)
1	IDS Group, Inc.	24	29	28	81

The proposer, IDS Group, Inc., demonstrated an understanding of the Scope of Work by highlighting their experience on commercial and light industrial projects, improving site and security lighting, updating lighting design guidelines, and field data collection. They suggested developing 3D models within lighting analysis software to better represent lighting levels and implementing lessons learned from recent security improvement projects at critical facilities.

Review of Fee Proposal and Negotiations:

The proposal was accompanied by a sealed fee proposal. In accordance with the Purchasing Ordinance, the fee proposal was opened after approval by the Director of Engineering of the Evaluation Committee's recommendation.

Staff conducted negotiations with IDS Group, Inc. on July 13, 2022. Discussions covered scope of work, project tasks and durations, schedule, Consultant's proposed approach, and level of effort to prepare all deliverables. IDS Group, Inc. did not take any exceptions to the scope of work. The negotiations resulted in revised labor hours to reflect the level of effort needed to complete the scope of work. The table below summarizes the revised level of effort.

	Original Fee Proposal	Negotiated Fee
Total Hours	1,132	1,166
Total Fee	\$147,335	\$151,660

The negotiated fee increased the overall level of effort for the project primarily due to the following factors:

- IDS Group, Inc. included additional hours to present and lead workshops/meetings with OC San Operations, Maintenance, Engineering, and Risk Management in Task 1. IDS Group, Inc. will conduct dedicated meetings for each Plant to develop lighting criterion.
- IDS Group, Inc. increased hours to perform site visits to identify the lighting deficiencies in Task 2. The assumption is that IDS Group, Inc. will conduct additional site visits after the preliminary site visits to validate the field data.
- IDS Group, Inc. increased the hours of the QA/QC manager in Task 5 to review each of the deliverables listed in the scope of work.

The Consultant's fringe and overhead costs, which factor into the billing rate, have been substantiated. The contract profit is 10%, which is based on an established formula based on OC San's standard design agreements. Staff is requesting a 10% contingency to address revisions as the project progress through preliminary and final design.

Based on the above, staff has determined that the final negotiated fee is fair and reasonable for the level of effort required for this project and recommends award of the Professional Services Agreement to IDS Group, Inc.

CEQA

The project is exempt from CEQA under the statutory exemptions set forth in CEQA Guidelines Section 15262. A Notice of Exemption will be filed with the OC Clerk-Recorder after OC San's Board of Directors approval of the Professional Services Agreement.

FINANCIAL CONSIDERATIONS

This request complies with authority levels of OC San's Purchasing Ordinance. Budget for the project, PS21-01, Exterior Lighting Study at Plant Nos. 1 and 2, is included in the Master Planning Studies budget for Fiscal Years 2022-23 and 2023-24. (Line item: Section 8, Page 51).

ATTACHMENT

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

- Professional Services Agreement

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