



OPERATIONS COMMITTEE

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Agenda Report

File #: 2024-3447

Agenda Date: 2/7/2024

Agenda Item No: 5.

FROM: Robert Thompson, General Manager
Originator: Riaz Moinuddin, Director of Operations & Maintenance

SUBJECT:

SEWER PIPELINE CCTV INSPECTION SERVICES

GENERAL MANAGER'S RECOMMENDATION

RECOMMENDATION: Recommend to the Board of Directors to:

- A. Approve General Services Contracts to two contractors: Pro-Pipe, Inc. (Primary) for \$1,076,373 and National Plant Services, Inc. (Secondary) for \$480,000 for Sewer Pipeline CCTV Inspection Services, Specification No. S-2023-1423BD for the period beginning March 1, 2024, through February 28, 2025, with four one-year renewal options for each service provider;
- B. Approve an annual contingency of a 10% increase over the prior year for all renewal periods and service providers; and
- C. Authorize the General Manager or his designee to amend the General Services Contracts to move funds from one contract to another as necessary due to business needs, with the total of both contracts not exceeding the Board-authorized amount of \$1,556,373 plus contingencies.

BACKGROUND

Sewer inspection and condition assessment are major preventative maintenance tasks listed in the Orange County Sanitation District (OC San) SSMP approved by the RWQCB. In alignment with the National Association of Sewer Service Companies (NASSCO) guidelines and definitions, OC San has committed to inspecting the entire sewer system every five years. CCTV data is used to determine pipe structural conditions, scope repair/replacement projects, and validate maintenance tasks and frequencies.

RELEVANT STANDARDS

- Protect OC San assets
- Maintain a proactive asset management program
- Operate and maintain facilities to minimize impacts on surrounding communities, including odor, noise, and lighting

PROBLEM

The current sewer pipeline CCTV contract expires on January 31, 2024. Without a new contract, the CCTV portion of the SSMP will fall behind.

PROPOSED SOLUTION

Approve new CCTV contracts to the two highest scoring proposers allowing redundancy to promptly complete all needed CCTV inspection work. The secondary bidder will be used when the primary bidder is unavailable or cannot respond promptly to urgent needs.

TIMING CONCERNS

Delaying a new contract will jeopardize compliance with the SSMP and leave sewer pipe conditions unknown.

RAMIFICATIONS OF NOT TAKING ACTION

OC San will fall behind schedule for sewer pipeline CCTV if the current contract expires and a new contract is not awarded. In addition, failing to continue monitoring the condition of sewer pipelines could lead to significant failures.

PRIOR COMMITTEE/BOARD ACTIONS

N/A

ADDITIONAL INFORMATION

A Request for Proposal was issued on October 9, 2023. OC San received six responsive proposals, all of which were evaluated and individually scored by a team consisting of a Project Manager/Engineer with support from an Engineering Supervisor and an Associate Engineer. The team was chaired by a Purchasing representative as a non-voting member. Members of the team performed an independent review of the proposals and later met as a group with the Purchasing representative Buyer to discuss their preliminary scores and discuss any questions/concerns. Proposals were evaluated based on the following criteria:

CRITERION	WEIGHT
1. Qualifications of the Firm	15%
2. Staffing & Project Organization	15%
3. Work Plan	30%
4. Quality of Sample CCTV Inspection	20%
5. Cost	20%

The Evaluation Team scored the proposals based upon the criteria listed above, other than the cost, and the scores were as follows:

Rank	Proposer	Criterion 1 (Max 15%)	Criterion 2 (Max 15%)	Criterion 3 (Max 30%)	Criterion 4 (Max 20%)	Subtotal Score (Max 80%)
1	Pro-Pipe, Inc.	14%	15%	30%	19%	78%
2	National Plant Services, Inc.	14%	14%	28%	9%	65%
3	Downstream Services, Inc.	12%	12%	26%	14%	64%
4	Houston & Harris PCS, Inc.	9%	12%	24%	16%	61%
5	Mattucci Plumbing	13%	13%	25%	6%	57%
6	Premier Pipe Inc	8%	7%	22%	10%	47%

Costs were opened and evaluated for the three highest scoring firms.

Rank	Proposer	Subtotal Score without cost (Max 80%)	Cost (Max 20%)	Total Weighted Score (Max 100%)
1	Pro-Pipe, Inc.	78%	20%	98%
2	National Plant Services, Inc.	65%	11%	76%
3	Downstream Services, Inc.	64%	0%	64%

The top two firms were invited to submit a Best and Final Offer (BAFO), however, both firms held their original offers. Based off these results, OC San staff recommends awarding the full proposal amount to the Primary Contractor, Pro-Pipe, Inc., and 25% of its proposal amount to the Secondary Contractor, National Plant Services, Inc. The secondary bidder will be used when the primary bidder is unavailable or cannot respond promptly to urgent needs.

Rank	Proposer	Original Cost	BAFO
1	Pro-Pipe, Inc.	\$1,076,372.58	\$1,076,372.58
2	National Plant Services, Inc.	\$1,919,000.00	\$1,919,000.00

CEQA

N/A

FINANCIAL CONSIDERATIONS

The request complies with authority levels of OC San's Purchasing Ordinance. The budgeted item is in the Budget Update FY 2023-24, Operating Expenses, Operating Materials and Supplies, Section Summary of Operating and Maintenance Expenses, Page 22.

<u>Date of Approval</u>	<u>Contract Amount</u>	<u>Contingency</u>
02/28/2024	\$ 1,076,372.58	\$107,627.26 (10%)
02/28/2024	\$ 480,000.00	\$ 48,000.00 (10%)

ATTACHMENT

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

- Draft General Services Contract