



# OPERATIONS COMMITTEE

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## Agenda Report

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**File #:** 2021-1782

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

**Agenda Item No:** 3.

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

**SUBJECT:**

**CONDITION ASSESSMENT ON-CALL CONTRACTOR SUPPORT SERVICES SPECIFICATION NO. S-2021-1255BD**

### GENERAL MANAGER'S RECOMMENDATION

RECOMMENDATION: Recommend to the Board of Directors to:

- A. Approve a Service Contract with Jamison Engineering for Condition Assessment On-Call Contractor Support Services, Specification S-2021-1255BD, for the period of November 1, 2021 through October 31, 2022, for a total amount not to exceed \$783,470, with four, one-year renewal options; and
- B. Approve an annual contingency of \$78,347 (10%).

### BACKGROUND

Contractor support services are used to support condition and/or corrosion assessments by Orange County Sanitation District (OC San) staff and corrosion consultants, and ensure that they are performed safely and efficiently. The Scope of Services includes, but is not limited to, confined space entry support, forced air ventilation, pipe cleaning, dewatering, bypass pumping, closed circuit television surveys, and minor incidental repairs.

Corrosion condition assessments provide vital information with respect to the condition and life expectancy of critical plant and collections process structures. Condition assessments are a key component of OC San's Asset Management Program.

### RELEVANT STANDARDS

- Protection of OC San assets
- Maintain a proactive asset management program
- Maintain and adhere to appropriate internal planning documents (Strategic Plan)
- Commitment to safety & reducing risk is all operations

**PROBLEM**

Jamison Engineering currently provides on-call contractor support services for OC San's Asset Management Program. The current contract expires on October 31, 2021.

**PROPOSED SOLUTION**

OC San advertised an RFP on July 1, 2021 and two proposals were received. Based on OC San's evaluation process and pursuant to government codes, staff recommends approval of the Service Contract with Jamison Engineering for the Condition Assessment On-Call Contractor Support Services.

**TIMING CONCERNS**

The current contract will expire October 31, 2021. Delay of the new contract will suspend planned condition assessments that are part of the Asset Management Program.

**RAMIFICATIONS OF NOT TAKING ACTION**

There would be a reduction in the number of condition and corrosion assessments performed, increasing the risk of not detecting and addressing a deteriorating and failed condition.

**PRIOR COMMITTEE/BOARD ACTIONS**

September 2016 - Board approved On-Call Contractor Support Services, Specification No. S-2016-772BD, with Jamison Engineering for the period November 1, 2016 through October 31, 2017 for a total amount not to exceed \$700,615, with four one-year renewal options; and approved a contingency of \$70,061 (10%).

**ADDITIONAL INFORMATION**

A Request for Proposal (RFP) was issued for the Condition Assessment On-Call Contractor Support Services on July 1, 2021. A non-mandatory pre-proposal meeting was conducted virtually on July 14, 2021. The following evaluation criterion were described in the RFP and used to determine the most qualified company.

<b>CRITERION</b>	<b>WEIGHT</b>
Qualifications & Experience of Firm	30%
Staffing & Project Organization	30%
Understanding of Work	20%
Cost & Price	20%

Two proposals were received on July 30, 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 one Engineering Supervisor, one Maintenance Superintendent, one Senior Engineer, and one Safety

Supervisor. Although OC San received two proposals, one company, Mehta Mechanical Company Inc., was found to be non-responsive for failing to submit a technical proposal.

The Evaluation Team met on August 3, 2021 and evaluated and scored the proposals on the established criterion as summarized in the table below:

	<b>Firm</b>	<b>Qualifications &amp; Experience (Max 30)</b>	<b>Proposed Staffing (Max 30)</b>	<b>Understanding of Work (Max 20)</b>	<b>Subtotal Score (Max 80)</b>
1	Jamison Engineering	29	28	19	76
2	Mehta Mechanical	Non-Responsive			

All proposals were accompanied by a sealed cost proposal. Only the cost proposal for the responsive proposal was opened.

	<b>Firm</b>	<b>Subtotal Score without Cost (Max 80)</b>	<b>Cost (Max 20)</b>	<b>Total Weighted Score (Max 100)</b>
1	Jamison Engineering	76	20	96

Staff reviewed and ranked the proposals and Jamison Engineering was the top-ranked proposer. Jamison Engineering is qualified based on the firm's and project team's qualifications and safety certifications. 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.

Staff recommends approval of a Service Agreement with Jamison Engineering for an amount not to exceed \$783,470 per year for the first contract period (November 2021 - October 2022) with an annual contingency of \$78,347 (10%) to account for unforeseen field conditions that may need immediate response while performing assessments.

## **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 the authority levels of OC San's Purchasing Ordinance. This recommendation would be funded under the Professional & Contractual Services line item for the Engineering Department (Budget Update Fiscal Year 2021-2022, Page 43). This contract will span over two separate Fiscal Years (Fiscal Year 2021-2022 and 2022-2023), and the available funding is sufficient for this action.

**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:*

- Draft Service Contract