



# Orange County Sanitation District

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## BOARD OF DIRECTORS

### Agenda Report

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**File #:** 2020-1003

**Agenda Date:** 4/22/2020

**Agenda Item No:** 6.

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

**SUBJECT:**

#### **SURVEYING SERVICES**

#### **GENERAL MANAGER'S RECOMMENDATION**

##### RECOMMENDATION:

Approve a Professional Services Agreement to provide on-call Surveying Services for Collection System and Treatment Plant projects, PSA2019-002, effective May 1, 2020 through April 30, 2022, for an amount not to exceed \$150,000 with Cannon Corporation.

#### **BACKGROUND**

The Orange County Sanitation District (Sanitation District) uses outside specialty Consultants for on-call surveying services in support of the Capital Improvement Program, small construction projects, and maintenance projects during the planning, design, and construction of facilities both inside the plants and for the collections systems.

The Sanitation District advertised a Request for Proposal (RFP) on August 7, 2018 and seven proposals were received. In February 2019, following a standard evaluation process, the Sanitation District awarded Professional Services Agreements (PSA) with Michael Baker International, Inc.; Stantec Consulting Services, Inc.; D. Woolley & Associates, Inc.; and Bush and Associates, Inc. for \$200,000 to each of the four selected firms.

#### **RELEVANT STANDARDS**

- Ensure the public's money is wisely spent

#### **PROBLEM**

Bush and Associates, Inc., one of the selected firms awarded a PSA for on-call surveying services, ceased operations in February 2020. This leaves the Sanitation District with a reduced capacity to meet the engineering surveying needs of the projects currently in progress.

## **PROPOSED SOLUTION**

In order to maintain enough services to meet the projected needs, a substitute engineering surveying firm is being recommended for a contract award for the remaining time in the three-year period. During the original competitive RFP process, Cannon Corporation was evaluated and was the fifth-ranked firm.

## **TIMING CONCERNS**

Collection System and Treatment Plant projects are currently in progress and with fewer on-call contracted resources available, there is a risk that the Sanitation District will not be able to effectively support these projects resulting in potential delays and/or reduced quality.

## **RAMIFICATIONS OF NOT TAKING ACTION**

Without this additional contract, there would be an increased risk in construction quality and code compliance in supporting the Capital Improvement Program, small construction projects, and maintenance projects.

## **PRIOR COMMITTEE/BOARD ACTIONS**

February 2019 - Approved Professional Services Agreements to provide on-call Surveying Services for Collection System and Treatment Plant projects, PSA2019-002, for a three-year period effective May 1, 2019, for an amount not to exceed \$200,000 per individual agreement (\$800,000 total) with the following four firms:

- Michael Baker International, Inc.
- Stantec Consulting Services, Inc.
- D. Woolley & Associates, Inc.
- Bush and Associates, Inc.

## **ADDITIONAL INFORMATION**

The on-call Engineering Surveying Services PSAs cover a three-year period and the recommended contract amounts were based on an average of the number and type of test and inspections utilized over the previous three years, and the anticipated needs for the next three years. Staff uses these Consultants on an as-needed basis only. The total agreement dollar amount is not guaranteed, nor is it paid to the Consultant if their services are not used.

In February 2019, four on-call Engineering Surveying Services PSAs were awarded to the top four evaluated firms out of the seven total proposals received in a competitive RFP process. The fourth ranked firm, Bush and Associates was one of the selected firms, but has recently ceased operations, leaving the Sanitation District with a reduced level of service.

In order to effectively meet the project needs, the Sanitation District recommends awarding an on-call PSA to the fifth-ranked firm in the original RFP evaluation. This firm, PENCO Engineering, recently changed their name to Cannon Corporation through a corporate merger and the Sanitation District

has verified that this firm has the same level of staffing and qualifications as originally proposed. Cannon Corporation has agreed to honor the same terms and conditions as originally proposed.

The Sanitation District recommends awarding this PSA to Cannon Corporation for a reduced amount of \$150,000 to correspond to the reduced contract period.

### **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 the Sanitation District's Purchasing Ordinance. These funds are included in the individual project budgets that require these services.

### **ATTACHMENT**

*The following attachment(s) may be viewed on-line at the OCSD website ([www.ocsd.com](http://www.ocsd.com)) with the complete agenda package:*

- Professional Services Agreement

DF:dm