



Agenda Report

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SUBJECT:

UNINTERRUPTIBLE POWER SUPPLY IMPROVEMENTS AT PLANT NO. 1, PROJECT NO. P1-132

GENERAL MANAGER'S RECOMMENDATION

RECOMMENDATION: Recommend to the Board of Directors to:

- A. Approve a Professional Design Services Agreement with Tetra Tech, Inc. to provide engineering services for Uninterruptible Power Supply Improvements at Plant No. 1, Project No. P1-132, for an amount not to exceed \$784,680; and
- B. Approve a contingency of \$78,468 (10%).

BACKGROUND

The Orange County Sanitation District (Sanitation District) has numerous smaller uninterruptible power supply (UPS) units throughout the northwest area of Plant No. 1. These units maintain power to process control systems in the event of power failure.

RELEVANT STANDARDS

- 24/7/365 treatment plant reliability
- Comply with Government Code Section 4526: Select the "best qualified firm" and "negotiate fair and equitable fees"

PROBLEM

Small, individual UPS units are less reliable and more prone to loss of functionality than a regional UPS unit, which could leave critical pieces of equipment unprotected in case of a power failure. Additionally, electrical equipment in some non-process areas has exceeded its useful life and needs replacement.

PROPOSED SOLUTION

Implement Uninterruptible Power Supply Improvements at Plant No. 1, Project No. P1-132. This project will replace the individual UPS units with a single industrial-grade regional UPS that can be

cost-effectively maintained and monitored for a more reliable power supply. The project will also replace old electrical cables, step-down transformers, and distribution and branch circuit panelboards at Buildings A, B, 5, 6, Warehouse, and Fleet Services. This equipment has exceeded its useful life and needs replacement

In order to accomplish this, the professional engineering services of a consulting firm are required.

TIMING CONCERNS

The existing electrical equipment in the vicinity of the Warehouse and Maintenance Shop areas are at or past the end of their useful lives. If the project is deferred, the electrical equipment will continue to age and be subject to failure resulting in the potential for unexpected, long-term outages for connected equipment. There will also be an increased risk of failure in the commercial-type UPS units if the project is deferred.

RAMIFICATIONS OF NOT TAKING ACTION

The existing UPS systems and electrical equipment would not be replaced and would result in reduced reliability and increased risk of failure.

PRIOR COMMITTEE/BOARD ACTIONS

N/A

ADDITIONAL INFORMATION

This project is part of an on-going effort to replace small UPS units at the two treatment plants with regional UPS units. For example, a regional UPS for the northeast area of Plant No. 1 is currently proposed to be included in Headworks Rehabilitation at Plant No. 1, Project No. P1-105.

Consultant Selection:

The Sanitation District advertised a Request for Proposal (RFP) on June 11, 2019. The following evaluation criterion were described in the RFP and were used to determine the most qualified Consultant.

CRITERION	WEIGHT
Project Understanding and Approach	40%
Related Project Experience	20%
Project Team and Staff Qualifications	40%

Three proposals were received on July 24, 2019 and evaluated in accordance with the evaluation process set forth in Sanitation District's Purchasing Ordinance No. OCSD-52 by a pre-selected evaluation panel consisting of the following Sanitation District staff: Senior Engineer (Project Manager), Senior Engineer (Project Engineer), Engineering Supervisor (Electrical design), Engineering Supervisor (Civil/Mechanical design), and Maintenance Superintendent.

The Evaluation Team also included one non-voting representative from the Contracts Administration Division.

The resulting rankings of the Evaluation Team review are as follows:

	Tetra Tech, Inc.	Spec Services, Inc.	IQA Solutions, Inc.
Evaluator 1	1st	2nd	3rd
Evaluator 2	1st	2nd	3rd
Evaluator 3	1st	2nd	3rd
Evaluator 4	1st	2nd	3rd
Evaluator 5	1st	2nd	3rd

The Evaluation Team established Tetra Tech, Inc. as the most qualified proposer based on the evaluation criteria set forth above. Their proposal highlighted strengths across all areas including depth of staff and past projects with direct relevance to UPS systems and electrical equipment modification. Interviews were deemed unnecessary based on the unanimous ranking by the evaluation panel and clear break points in evaluation scoring.

Review of Fee Proposal and Negotiations:

Proposals were accompanied by sealed fee proposals. In accordance with the Purchasing Ordinance, the fee proposal of only the highest-ranked firm was opened after approval by the Director of Engineering of the Evaluation Committee's recommendation.

Staff conducted negotiations with Tetra Tech, Inc. to clarify the requirements of the Scope of Work, the assumptions used for the estimated level of effort, and the proposed approach to meet the goals and objectives for the project. The proposed level of effort was confirmed as appropriate.

	Original Fee Proposal	Negotiated Fee
Total Hours	3,889	3,889
Total Fee	\$799,825	\$784,680

The Consultant's fringe and overhead costs, which factor into the billing rate, have been substantiated. The fringe and overhead costs were reduced, along with the total fee, based on a review of their audited overhead rates. The contract profit is 9.13%, which is based on an established formula based on the Sanitation District's standard design agreements.

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 Design Services Agreement to Tetra Tech, Inc.

CEQA

The project is exempt from CEQA under the Class 1 categorical exemptions set forth in California Code of Regulations sections 15301 because the project involves repairs and replacement of existing

facilities involving no expansion of use or capacity. A Notice of Exemption will be filed with the OC Clerk-Recorder after the Sanitation District's Board of Directors approval of the Professional Services Design Agreement.

FINANCIAL CONSIDERATIONS

This request complies with authority levels of the Sanitation District's Purchasing Ordinance. This item has been budgeted. (Budget Update, Fiscal Year 2019-20, Page A-8). The budget is sufficient for the recommended action.

ATTACHMENT

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

- Professional Design Services Agreement

TW:dm