

Agenda Report

File #: 2020-1184, **Version:** 1

FROM: James D. Herberg, General Manager
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SUBJECT:

PLAN2020-00 ON-CALL PLANNING STUDIES

GENERAL MANAGER'S RECOMMENDATION

RECOMMENDATION: Recommend to the Board of Directors to:

- A. Approve annual Professional Services Agreements with AECOM Technical Services, Inc.; Black & Veatch Corporation; Brown and Caldwell; GHD Inc.; HDR Engineering, Inc.; Hazen and Sawyer; and Stantec Consulting Services Inc. for On-Call Planning Studies Master Contract No. PLAN2020-00, for the term November 1, 2020 through October 31, 2021, with a maximum annual fiscal year contract limitation not to exceed \$600,000 for each Professional Services Agreement; and
- B. Approve two additional one-year optional extensions.

BACKGROUND

The Orange County Sanitation District (Sanitation District) Ordinance No. OCSD-52 (Purchasing Ordinance) allows the Sanitation District to compile prequalified lists of firms for each professional discipline required to support engineering projects. The Purchasing Ordinance also allows the Professional Services Agreement to be extended for up to two additional one-year periods following the original term of one year. The Purchasing Ordinance delegates authority to the General Manager and Director of Engineering to solicit proposals for services to support engineering projects through individual task orders up to \$300,000.

RELEVANT STANDARDS

- 1, 5, 20-year planning horizons
- Maintain a proactive asset management program
- Maintain a culture of improving efficiency to reduce the cost to provide the current service level or standard

PROBLEM

The Engineering Planning Division is responsible for Capital Improvement Program planning and often conducts planning studies to resolve complex engineering issues, including items frequently identified through the Asset Management Program. The normal procurement process to obtain

professional engineering services is lengthy and requires significant administrative costs.

PROPOSED SOLUTION

Retain a prequalified list of firms to provide professional engineering services under the \$300,000 threshold, in accordance with the Purchasing Ordinance. This will enable the Sanitation District to expediently conduct these smaller studies with reduced staff costs.

TIMING CONCERNS

The current on-call planning studies agreements expire on October 31, 2020.

RAMIFICATIONS OF NOT TAKING ACTION

Without this prequalified pool of consultants for professional engineering services, the Sanitation District would need to request proposals from all consultants registered in the Sanitation District's purchasing database, which would take additional time and resources.

PRIOR COMMITTEE/BOARD ACTIONS

N/A

ADDITIONAL INFORMATION

Consultant Selection

A Request for Qualifications for Plan 2020, Master Contract No. PLAN2020-00, was developed and publicly advertised, and a notice was sent to multiple categories of firms registered in the Sanitation District's purchasing database on May 11, 2020. The following evaluation criterion were described in the Request for Qualifications and used to determine the most qualified Consultant.

CRITERION	WEIGHT
Execution of Work	29%
Relevant Project Experience	34%
Team and Staff Qualifications	37%

17 Statements of Qualifications were received on June 22, 2020 and subsequently evaluated in accordance with the evaluation process set forth in the Purchasing Ordinance by a preselected Evaluation Team consisting of the following three Sanitation District staff: Information Technology Supervisor and two Engineering Supervisors. The Evaluation Team also included one non-voting representative from the Contracts Administration Division.

Each voting member of the Evaluation Team scored the Consultants using the evaluation criterion above. The results of this rating process are shown in Table 1, below. Based on the evaluation results, there was a clear natural break in the scores between the highest seven scoring firms and the other firms. Therefore, the Evaluation Team did not deem it necessary to conduct interviews.

Table 1 below summarizes the final scores.

Table 1 - Consultant Firm Scoring

Firm	Execution of Work (Max. 29 Points)	Relevant Project Experience (Max. 34 Points)	Team and Staff Qualifications (Max. 37 Points)	Total Score (Max. 100 Points)
Black & Veatch Corporation	27	29	30	86
Brown and Caldwell	25	29	28	82
Hazen and Sawyer	19	28	31	78
HDR Engineering, Inc.	21	29	26	76
AECOM Technical Services, Inc.	20	27	28	75
GHD Inc.	21	24	26	71
Stantec Consulting Services Inc.	19	26	23	68
ARCADIS US, Inc.	18	22	23	63
Woodard & Curran	17	20	20	57
DUDEK	16	19	17	52
Wood Environment & Infrastructure Solutions, Inc.	17	17	17	51
Greeley and Hansen	10	11	19	40
Black Water Consulting Engineers, Inc.	9	15	11	35
Atkins North America, Inc.	10	11	11	32
Biogas Engineering Inc.	6	7	10	23
Over J Inc.	5	5	6	16
Spatial Wave	3	2	2	7

The Evaluation Team recommends awarding contracts to the seven highest-scoring firms: AECOM Technical Services, Inc.; Black & Veatch Corporation; Brown and Caldwell; GHD Inc.; HDR Engineering, Inc.; Hazen and Sawyer; and Stantec Consulting Services Inc. The selected firms demonstrated the most relevant experience with collection systems and wastewater treatment facilities related to the planning and development of engineering projects, the most qualified staff, and the ability to successfully execute work.

CEQA

N/A

FINANCIAL CONSIDERATIONS

This request complies with authority levels of the Sanitation District's Purchasing Ordinance. Budget for these task orders is included in the Master Planning Studies Program (M-Studies) budget for Fiscal Years 2020-21 and 2021-22

budget, Section 8, Page 52.

ATTACHMENT

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

- Draft Professional Services Agreement