



Board of County Commissioners of Washington County, Maryland

Agenda Report Form

Open Session Item

SUBJECT: Contract Award / PUR-1335 – Division of Environmental Management - Engineering Services Requirements Contract for the Department of Solid Waste

PRESENTATION DATE: June 6, 2017

PRESENTATION BY: Rick Curry, CPPO, Buyer - Purchasing Department; Dave Mason, P.E. – Deputy Director of Solid Waste

RECOMMENDED MOTION: Move to award a *primary* requirements contract for the Department of Solid Waste to **AECOM Technical Services, Inc.** of *Cleveland, OH* for the responsive, responsible proposal with the lowest price proposal amount of **\$122,932.50** at the specified unit costs and estimated hours (no minimum or maximum guaranteed); and, as permitted in the Request for Proposals, a “*stand-by list*” of consultants as follows at their specified unit costs and estimated hours (no minimum or maximum guaranteed):

- | | |
|---|--------------------|
| (1) SCS Engineers | Columbia, MD |
| (2) EA Engineering, Science, and Technology, Inc. | Hunt Valley, MD |
| (3) KCI Technologies, Inc. | Sparks Glencoe, MD |
| (4) BAI Group, Inc. | State College, PA |

REPORT-IN-BRIEF: The services under this contract consist of providing engineering support by qualified engineering consultant firms to perform engineering services for DEM projects in the six-year Washington County Capital Improvement Plan (CIP) and general operating budget and unanticipated emergencies. The duration of the contract shall be for a period of two (2) years, with an option by the County to renew for up to three (3) additional one (1) year periods. Under the terms of the contract, other political jurisdictions within the County may utilize the services provided as a result of this contract. This is a requirements contract; therefore, services will be utilized on an as-needed basis at the respective hourly unit prices for each discipline with no guarantee of a maximum or minimum number of hours.

Project assignments will be issued in two (2) distinct manners through this contract. Assignments with a fee of \$50,000 or less will be given to the designated responsive-responsible Consultant with the lowest price proposal: AECOM Technical Services, Inc. Assignments with fees anticipated to exceed \$50,000 will have a defined scope of work specified and distributed to those firms deemed most qualified following in sequence of the lowest overall price proposal and offered on a stand-by list. The County intends to limit the stand-by list to a maximum of five (5) firms, one of which will be the designated responsive-responsible Consultant with the lowest

overall price proposal. Assignment value will be determined when the Consultant applies the necessary man-hours and his standard rates to the individual assignment.

In order to determine which proposal offered the overall lowest cost to the County for this recommended contract award; each proposer submitted hourly rates for various employee classifications or positions. The lowest cost proposal was determined by applying the quoted rates to a position matrix that identified an approximate number of hours by position.

Notice of the RFP was advertised (1) on the County's web site with access to downloading the RFP, (2) on the State's "eMaryland Marketplace" web site, and (3) in the local newspaper. There were one sixty-seven (67) downloads of the RFP document from the County's website and twelve (12) firms were represented at the pre-proposal conference. Seven (7) firms responded with proposals. After evaluation of Qualifications & Experience submittals, five (5) firms were considered responsive and their Price Proposals were opened and evaluated (see attached Price Proposal Tabulation Sheet).

The Coordinating Committee was comprised of the following members: Director of Division of Environmental Management (Committee Chairman Designee), Deputy Director of Engineering Services, Deputy Director of Solid Waste, Deputy Director of Engineering and Construction, and the County Buyer.

DISCUSSION: N/A

FISCAL IMPACT: Funds are budgeted in various Capital Improvement Plan (CIP) and General Operating Budget project accounts for these services.

CONCURRENCES: Coordinating Committee

ALTERNATIVES: N/A

ATTACHMENTS: Price Proposal Tabulation Sheet

AUDIO/VISUAL TO BE USED: N/A

			AECOM Technical Services Cleveland, OH		SCS Engineers Columbia, MD		EA Engineering, Science & Technology Hunt Valley, MD	
Item	Job Classification	No. Hrs.	Hourly Rate	Price Extended	Hourly Rate	Price Extended	Hourly Rate	Price Extended
A.	Project Manager Standard Rate: Resident Rate:	25	\$163.60 \$163.60	\$4,090.00	\$180.00 \$180.00	\$4,500.00	\$190.00 \$190.00	\$4,750.00
B.	Professional Engineer - (Mechanical/Electrical) Standard Rate: Resident Rate:	25	\$120.00 \$120.00	\$3,000.00	\$120.00 \$120.00	\$3,000.00	\$160.00 \$160.00	\$4,000.00
C.	Professional Engineer - (Civil/Land Development) Standard Rate: Resident Rate:	50	\$126.20 \$126.20	\$6,310.00	\$120.00 \$120.00	\$6,000.00	\$132.00 \$132.00	\$6,600.00
D.	Professional Engineer - (Geotechnical) Standard Rate: Resident Rate:	50	\$128.60 \$128.60	\$6,430.00	\$120.00 \$120.00	\$6,000.00	\$125.00 \$125.00	\$6,250.00
E.	Professional Engineer - (Solid Waste) Standard Rate: Resident Rate:	75	\$121.70 \$121.70	\$9,127.50 *	\$120.00 \$120.00	\$9,000.00	\$121.37 \$121.37	\$9,102.75 *
F.	Design Engineer - (Mechanical/Electrical) Standard Rate: Resident Rate:	100	\$105.00 \$105.00	\$10,500.00	\$95.00 \$95.00	\$9,500.00	\$90.30 \$90.30	\$9,030.00

			AECOM Technical Services Cleveland, OH		SCS Engineers Columbia, MD		EA Engineering, Science & Technology Hunt Valley, MD	
Item	Job Classification	No. Hrs.	Hourly Rate	Price Extended	Hourly Rate	Price Extended	Hourly Rate	Price Extended
G.	Design Engineer - (Civil/Land Development) Standard Rate: Resident Rate:	100	\$91.40 \$91.40	\$9,140.00	\$95.00 \$95.00	\$9,500.00	\$100.56 \$100.56	\$10,056.00
H.	Design Engineer - (Geotechnical) Standard Rate: Resident Rate:	100	\$94.90 \$94.90	\$9,490.00	\$95.00 \$95.00	\$9,500.00	\$95.00 \$95.00	\$9,500.00
I.	Design Engineer (Solid Waste) Standard Rate: Resident Rate:	100	\$91.20 \$91.20	\$9,120.00	\$95.00 \$95.00	\$9,500.00	\$91.63 \$91.63	\$9,163.00
J.	Computer Aided Design Technician Standard Rate: Resident Rate:	500	\$48.50 \$48.50	\$24,250.00	\$55.00 \$55.00	\$27,500.00	\$70.00 \$70.00	\$35,000.00
K.	Senior Environmental Specialist Standard Rate: Resident Rate:	25	\$118.70 \$118.70	\$2,967.50	\$100.00 \$100.00	\$2,500.00	\$128.70 \$128.70	\$3,217.50
L.	Environmental Specialist Standard Rate: Resident Rate:	75	\$75.40 \$75.40	\$5,655.00	\$90.00 \$90.00	\$6,750.00	\$97.55 \$97.55	\$7,316.25

			AECOM Technical Services Cleveland, OH		SCS Engineers Columbia, MD		EA Engineering, Science & Technology Hunt Valley, MD	
Item	Job Classification	No. Hrs.	Hourly Rate	Price Extended	Hourly Rate	Price Extended	Hourly Rate	Price Extended
M.	Professional Land Surveyor /Property Line Surveyor Standard Rate:	50	\$90.00	\$4,500.00	\$90.00	\$4,500.00	\$80.00	\$4,000.00
	Resident Rate:		\$90.00		\$90.00		\$80.00	
N.	Survey Crew Chief Standard Rate:	150	\$55.00	\$8,250.00	\$55.00	\$8,250.00	\$75.00	\$11,250.00
	Resident Rate:		\$55.00		\$55.00		\$75.00	
O.	Survey Crew Member Standard Rate:	150	\$40.00	\$6,000.00	\$40.00	\$6,000.00	\$55.00	\$8,250.00
	Resident Rate:		\$40.00		\$40.00		\$55.00	
P.	Clerical Standard Rate:	75	\$54.70	\$4,102.50	\$30.00	\$2,250.00	\$60.00	\$4,500.00
	Resident Rate:		\$54.70		\$30.00		\$60.00	
Total Proposal Value (Items A - P)			\$122,932.50	*	\$124,250.00	*	\$141,985.50	*

* Corrected calculations based on unit pricing

NOTES:

BAI Group - We respectfully request that Paragraph XX.C of the Agreement be amended for clarification as follows:

"The Consultant will not hold the County liable for any injuries to employees, servants, agents, subcontractors or assignees of the Consultant arising out of or during the course of services relating to the Consultant's negligence for this Agreement"

			KCI Technologies, Inc. Sparks Glencoe, MD		BAI Group, Inc. State College, PA	
Item	Job Classification	No. Hrs.	Hourly Rate	Price Extended	Hourly Rate	Price Extended
A.	Project Manager Standard Rate: Resident Rate:	25	\$160.00 \$160.00	\$4,000.00	\$130.00 \$170.00	\$3,250.00
B.	Professional Engineer - (Mechanical/Electrical) Standard Rate: Resident Rate:	25	\$120.00 \$120.00	\$3,000.00	\$153.00 \$180.00	\$3,825.00
C.	Professional Engineer - (Civil/Land Development) Standard Rate: Resident Rate:	50	\$110.00 \$110.00	\$5,500.00	\$130.00 \$160.00	\$6,500.00
D.	Professional Engineer - (Geotechnical) Standard Rate: Resident Rate:	50	\$135.00 \$135.00	\$6,750.00	\$195.00 \$220.00	\$9,750.00
E.	Professional Engineer - (Solid Waste) Standard Rate: Resident Rate:	75	\$135.00 \$135.00	\$10,125.00	\$130.00 \$160.00	\$9,750.00
F.	Design Engineer - (Mechanical/Electrical) Standard Rate: Resident Rate:	100	\$95.00 \$95.00	\$9,500.00	\$130.00 \$160.00	\$13,000.00

			KCI Technologies, Inc. Sparks Glencoe, MD		BAI Group, Inc. State College, PA	
Item	Job Classification	No. Hrs.	Hourly Rate	Price Extended	Hourly Rate	Price Extended
G.	Design Engineer - (Civil/Land Development) Standard Rate:	100	\$90.00	\$9,000.00	\$80.00	\$8,000.00
	Resident Rate:		\$90.00		\$110.00	
H.	Design Engineer - (Geotechnical) Standard Rate:	100	\$115.00	\$11,500.00	\$130.00	\$13,000.00
	Resident Rate:		\$115.00		\$160.00	
I.	Design Engineer (Solid Waste) Standard Rate:	100	\$120.00	\$12,000.00	\$80.00	\$8,000.00
	Resident Rate:		\$120.00		\$110.00	
J.	Computer Aided Design Technician Standard Rate:	500	\$81.00	\$40,500.00	\$80.00	\$40,000.00
	Resident Rate:		\$81.00		\$120.00	
K.	Senior Environmental Specialist Standard Rate:	25	\$115.00	\$2,875.00	\$115.00	\$2,875.00
	Resident Rate:		\$115.00		\$145.00	
L.	Environmental Specialist Standard Rate:	75	\$80.00	\$6,000.00	\$95.00	\$7,125.00
	Resident Rate:		\$80.00		\$125.00	

			KCI Technologies, Inc. Sparks Glencoe, MD		BAI Group, Inc. State College, PA	
Item	Job Classification	No. Hrs.	Hourly Rate	Price Extended	Hourly Rate	Price Extended
M.	Professional Land Surveyor /Property Line SurveyorStandard Rate:	50	\$120.00	\$6,000.00	\$130.00	\$6,500.00
	Resident Rate:		\$120.00		\$130.00	
N.	Survey Crew Chief Standard Rate:	150	\$80.00	\$12,000.00	\$90.00	\$13,500.00
	Resident Rate:		\$80.00		\$90.00	
O.	Survey Crew Member Standard Rate:	150	\$65.00	\$9,750.00	\$50.00	\$7,500.00
	Resident Rate:		\$65.00		\$50.00	
P.	Clerical Standard Rate:	75	\$60.00	\$4,500.00	\$50.00	\$3,750.00
	Resident Rate:		\$60.00		\$50.00	
Total Proposal Value (Items A - P)			\$153,000.00		\$156,325.00	

* Corrected calculations based on unit pricing