

REQUEST FOR COUNCIL ACTION

TO: Mayor via City Secretary

RCA# 10219

Subject: Ordinance Awarding Contract to the Best Respondent for Combined Utility System - Water and Wastewater Rate Study for the Public Works and Engineering Department/S46-T25023

Category #
4

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Agenda Item

FROM (Department or other point of origin):

Calvin D. Wells
City Purchasing Agent
Finance Department

Origination Date

August 21, 2014

Agenda Date

DIRECTOR'S SIGNATURE

Calvin D. Wells

Council District(s) affected
All

For additional information contact:

David Guernsey Phone: (832) 395-3640
Joyce Hays Phone: (832) 393-8723

Date and Identification of prior authorizing Council Action:

RECOMMENDATION: (Summary)

Approve an ordinance awarding a one year contract to ARCADIS U.S., Inc. in an amount of \$184,923.00 with a 20% contingency (for unforeseen changes in the scope of work) in the amount of \$36,984.60 for a not to exceed amount of \$221,907.60 for a Combined Utility System (CUS) Water & Wastewater Rate Study for the Public Works and Engineering Department. The Director Public Works and Engineering or the City Purchasing Agent may terminate this contract at any time upon thirty (30) day written notice to the contractor.

Award Amount: \$221,907.60

Finance Budget

\$221,907.60 - Water & Sewer System Operating Fund (8300)

SPECIFIC EXPLANATION:

The Director of Public Works and Engineering and City Purchasing Agent recommend that City Council approve an ordinance awarding a one year contract to ARCADIS U.S., Inc. in an amount of \$184,923.00 with a 20% contingency (for unforeseen changes in the scope of work) in the amount of \$36,984.60 for a not to exceed amount of \$221,907.60 for a Combined Utility System (CUS) Water & Wastewater Rate Study for the Public Works and Engineering Department. The Director of Public Works and Engineering or the City Purchasing Agent may terminate this contract at any time upon thirty (30) days written notice to the contractor.

The CUS has a rate study conducted at five year intervals. The last rate study was conducted in 2009/2010. In addition, the contractor will provide a financial model that will be used by the CUS and will become a significant tool in the ongoing analyses of revenue and expense growth, and current and future rates.

The Request for Proposal (RFP) was advertised in accordance with the requirements of the State of Texas bid laws. Proposals were received from ARCADIS U. S., Inc. and Raftelis Financial Consultants, Inc.

An evaluation committee, consisting of five subject matter experts from Public Works and Engineering, evaluated the proposals based upon the following criteria:

- Professional qualifications and experience
- Verifiable present and past performance
- References including Client List and Municipal References
- Professional qualifications, specialized experience of key personnel and management staff
- Evaluation Criteria scored
- Financial report

ARCADIS U. S., Inc. received the highest overall evaluation rating.

REQUIRED AUTHORIZATION

Finance Department:

Other Authorization:

Other Authorization:

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Pay or Play Program:

The proposed contract requires compliance with the City's "Pay or Play" ordinance regarding health benefits for employees of City contractors. In this case, the contractors will provide health benefits to eligible employees in compliance with City policy.

M/WBE Subcontracting:

This RFP was issued with a 24% goal for M/WBE participation. The selected vendor has designated the below-named companies as its certified M/WBE subcontractors:

M/WBE Vendor	Type Of Work	Dollar Amount	Pct %
ISANI Consultants, LLP	Data Collection & Engineering	\$23,100.00	12.49%
Pantheon Engineering, LLC	Data Collection & Engineering	\$23,100.00	12.50%
TOTAL:		\$46,200.00	24.99%

The Public Works and Engineering Department will monitor this award.

Hire Houston First:

The proposed contract requires compliance with the City's 'Hire Houston First' ordinance that promotes economic opportunity for Houston businesses and supports job creation. In this case the proposed contractor does not meet the requirements of Hire Houston First; no Hire Houston First firms were within three percent.

Buyer: Eric Alexander

Estimated Spending Authority

DEPARTMENT	FY 2015	OUT YEARS	TOTAL
Public Works and Engineering	\$221,907.60	\$0.00	\$221,907.60