



**CITY OF HOUSTON - CITY COUNCIL**

Meeting Date: 10/24/2017

ALL

Item Creation Date:

DR4332 PWE 008 - Brown & Gay Engineers, Inc. - MOTION

Agenda Item#: 9.

**Background:**

SPD-MLK-09062017-003 - Approve payment to Brown & Gay Engineers, Inc. to address disaster recovery for the purchase of professional services for groundwater facilities, damage assessment in an amount not to exceed \$88,704.91 for the Department of Public Works and Engineering.

**Specific Explanation:**

The Director of the Department of Public Works and Engineering and the Chief Procurement Officer recommend that City Council approve payment to Brown & Gay Engineers, Inc. for professional services for groundwater facilities, damage assessment in an amount not to exceed \$88,704.91 to address emergency disaster recovery activities because of Hurricane Harvey.

Brown and Gay Engineers, Inc. (BGE) was recently awarded a contract through a professional services selection on August 16, 2017, to develop an Asset Management Program for our Groundwater System (GW) to facilitate more effective CIP planning for Houston Water's future infrastructure needs. Because BGE has institutional knowledge of our GW system, they could rapidly deploy local staff here in Houston to perform the initial damage assessments of our GW system in response to Hurricane Harvey.

**Scope of Work:**

1. **Project Management and Coordination:** Provide project management oversight and coordination for damage assessment services. Provide daily e-mail updates to City and AECOM regarding status of damage assessment.

2. **Field Inspection:** Conduct field inspections of 141 groundwater facility sites. Field inspections will consist of visual assessment/identification of flooding or other Hurricane Harvey-caused damages, photographic documentation of damages, and in-field, order-of magnitude estimates of costs to mitigate damage. Field inspection notes will be recorded manually in the field on forms developed in conjunction with the City and AECOM.

3. **Damage Assessment Documentation:** Transcribe field inspection notes into electronic forms, upload transcribed field inspection notes and photos to AECOM SharePoint site. Develop and provide daily updates to groundwater facilities damage summary. Complete City- provided Insurance forms for each site following field inspection. Provide completed Insurance forms to City-designated contact. Retain all hand-written field notes and provide to City upon completion.

4. **Quality Control/Quality Assurance:** Review field notes and photographic documentation of field inspections to confirm transcription accuracy of in-field notes. Review in-field cost estimates to confirm estimated costs.

This recommendation is made pursuant to Chapter 252, Section 252.022 (a) (2) "a procurement necessary to preserve or protect the public health or safety of the municipality's residents" of the Texas Local Government Code for exempted procurements.

**M/WBE Participation:**

OBO approves the waiver of an M/WBE goal on this procurement because, as per Chapter 15 of the Code of Ordinance, a waiver is appropriate when a public or administrative emergency exists which requires the goods or services to be provided with unusual immediacy.

**Hire Houston First:**

The proposed procurement is funded by a federal grant; therefore, exempt from "Hire Houston First" (HHF) ordinance that promotes economic opportunity for Houston Business and support job creation.

**Disaster Recovery Note:**

This item is related to the impact of Hurricane Harvey DR4332 and it is the City's intent to seek reimbursement from the Federal Emergency Management ("FEMA") and other eligible sources for such expenditures.

  
Jerry Adams, Chief Procurement Officer  
Finance/Strategic Procurement Division

  
Department Approval Authority

2:14:13 PM

10/17/2017

**Amount of Funding:****\$88,704.91**

Disaster Recovery Fund-CUS (Fund 8386)

**Contact Information:**

Brian Blum Phone: 832.395.2717

Martin King Phone: 832-393-8705

**ATTACHMENTS:****Description**Affidavit of ownership and controlInsurance DocsForm A (Fair Campaign Ord)Executed PO AddendumConflic of Interest Formstatement of residencyForm BRCA fundingInvoice**Type**

Backup Material

Backup Material

Backup Material

Contract/Exhibit

Backup Material

Backup Material

Backup Material

Financial Information

Backup Material