

Department of Public Works – Engineering Division

MEMO

TO: Municipal Services Committee

FROM: Paula Vandehey, Director of Public Works
Sue Olson, Staff Engineer

DATE: February 5, 2019

RE: Award of 2019 Materials Testing Contract (M-19) to OMNNI Associates, Inc. in an amount not to exceed \$100,000.

The Department of Public Works recommends award of the 2019 Materials Testing Contract to OMNNI Associates, Inc. in an amount not to exceed \$100,000.

In January 2019 a Request for Proposals (RFP) was sent to five (5) consulting firms and three (3) proposals were received. The three firms submitting proposals were ECS, OMNNI Associates, and Intertek/psi. Proposals were evaluated by Mark Lahay, Assistant City Engineer and Sue Olson, Project Engineer.

Work under this contract includes the following:

- Material testing for concrete, asphalt, and soils,
- Contaminated material response, analysis, permitting,
- Emergency response to illicit discharges,
- Styrene testing for cast in place pipe (CIPP),
- Performing Phase I and Phase II environmental assessments,
- Performing geotechnical investigations

A Quality Based Selection process was used and the RFP requested a separate sealed Compensation Proposal. The cost proposals can only be used as a guide line for estimating a contract amount, as the actual testing needed during the year is truly unknown. Funding for this work is included in each individual budget (concrete, asphalt, sidewalk, sanitary, storm and water).

OMNNI's proposal stood out in the following areas:

- Clear understanding of all contract requirements,
- A complete proposal, addressing all information requested in the RFP
- Licensed, experienced staff assigned to the project
- Multiple staff available for coverage at all times

- Recent relevant experience in all required project tasks
- Demonstrated cost savings for recent City projects
- Shortest response time (15-30 minutes) in case of encountering contaminated materials or an illicit discharge
- Established relationships with the DNR

Based on an estimated amount of work in the 2019 CIP and other designs and studies underway in 2019 for future construction, staff recommends a not to exceed budget of \$100,000 for this contract. Expenditures will be for services actually used and may be less than the awarded amount. A contract amendment will be brought to committee in the event that additional funding is necessary.

The Request for Proposals specifically states: *“With satisfactory performance by the selected consultant services may be negotiated with the selected consultant and approved by the Common Council on a yearly basis for an additional 4 years.”* Therefore, if approved, and with satisfactory performance by the consultant, DPW staff anticipates contracting with OMNNI for these services through 2023, subject to Municipal Services Committee and Common Council approval at the appropriate times.