

RIVERSIDE PUBLIC UTILITIES

Board Memorandum

BOARD OF PUBLIC UTILITIES

DATE: JULY 22, 2019

ITEM NO:

SUBJECT: RFP-1890 FOR ENERGY DELIVERY CONSULTING SERVICES – 15 MASTER PROFESSIONAL CONSULTANT SERVICES AGREEMENTS FOR CONSULTANT PANEL FOR THREE-YEAR TERM, WITH OPTIONS TO EXTEND FOR TWO ADDITIONAL ONE-YEAR TERMS, IN AN AMOUNT OF \$2,000,000 PER CONSULTANT

ISSUES:

Approve 15 Master Professional Consultant Services Agreements for the Energy Delivery Consultant Panel in response to RFP-1890 for Energy Delivery Consultant Services for various Public Utilities Capital projects with a compensation limit of \$2,000,000 per consultant for a three-year contract term, with options to extend for two additional one-year terms.

RECOMMENDATIONS:

That the Board of Public Utilities:

1. Approve 15 Master Professional Consultant Services Agreements for the Energy Delivery Consultant Panel in response to RFP-1890 for Energy Delivery Consultant Services for various Public Utilities Capital projects with a compensation limit of \$2,000,000 per consultant for a three-year contract term, with options to extend for two additional one-year terms; and
2. Authorize the City Manager, or designee, to execute the Master Professional Consultant Services Agreements for the Energy Delivery Consultant Panel with each of the 15 consultant firms listed herein including making minor non-substantive changes, execute supplemental agreements with each consultant firm listed herein, upon Board of Public Utilities work order approval, and terminate, upon mutual consent, any Master Agreement.

BACKGROUND:

In April 2003, Riverside Public Utilities (RPU) began extensively using a professional services panel of consultants, referred to herein as the Consultant Panel, to provide engineering services for energy delivery projects. RPU has had excellent success with the Consultant Panel and the need for these services continues. The Consultant Panel provides a ready list of staff and expertise to draw upon for projects that require professional services. When outside services are needed, engineering staff prepares the project scope of work and presents to Board of Public Utilities (Board) for work order approval. Staff then requests proposals from the consultants that are qualified in the particular category to provide the services needed. Staff awards work based on proposals submitted and evaluates the consultant's scope of work understanding, assigned personnel, expertise, current workload, and costs to perform the work. A supplemental agreement is then developed and executed by the City Manager, or designee, having the authority to approve supplemental agreements with Board work order approval.

DISCUSSION:

The current Energy Delivery Consultant Panel's Master Agreements are set to expire on June 30, 2019. Staff issued RFP-1890 on January 10, 2019, pursuant to the Purchasing Division's requirements to retain consulting firms who can meet the needs of the Department and assist in the implementation of the Energy Delivery Capital Improvement Program (CIP). Engineering staff reviewed priorities of Energy Delivery Capital Improvement projects, and developed a questionnaire based on experience needed. Staff received proposals from 32 consulting firms of which 16 were qualified to participate on the Energy Delivery Consultant Panel (see Attachment 2). The scoring for evaluation, considered specialized experience, project managers and firm experience, and included qualifications set forth in the request for proposal questionnaire (Attachment 1).

Each consultant master agreement will be for a contract term of three-years with a maximum compensation of \$2,000,000 per consultant. Current agreements for existing consultants that do not have active work, are set to expire on June 30, 2019. The consultants currently active in providing services will be allowed to continue work under the existing agreement terms until that scope of work is completed and accepted.

The top 16 highest ranked proposers are summarized in the table below:

Vendors	City Location	Rank
GL Power Solutions, Inc. DNV GL	Dallas, TX	1
NV5, Inc.	Corona, CA	2
HDR, Inc.	Irvine, CA	3
Burns & McDonnell, Inc.*	Brea, CA	4
TRC, Inc.	Irvine, CA	5
Stantec Consulting Services, Inc.	Pasadena, CA	6
Geo Mat Testing Laboratories	Riverside, CA	7
Ninyo & Moore	Fontana, CA	8
Power Engineers	San Diego, CA	9
Power Tech Engineers	Walnut, CA	10
EPS Engineering & Design	San Diego, CA	11
ENGEO	Irvine, CA	12
ECORP Consulting	Redlands, CA	13
Terracon Consultants	Colton, CA	14
Tetra Tech	Denver, CO	15
Geo Tek	Corona, CA	16
*Consultant non-responsive to Master Agreement Terms and Conditions.		

Fifteen of the 16 above ranked consultants, signed Master Agreements that have been approved as to form by the City Attorney's Office. Burns & McDonnell, Inc. declined to execute the Master Agreement and thus is not part of the Consultant Panel. Each agreement is the same for each firm. As noted, the term of the Master Agreement will be three-years upon execution with options to extend for two additional one-year terms.

Here is the process for assignment of work under the master agreements:

1. Staff identifies particular work to be performed and issues a Request for Proposals (RFP) to the Energy Delivery Consultant Panel, limited by whether a panel member is qualified to perform the particular work.
2. Staff evaluates the responses to the RFP and selects the best qualified proposal for such work, in accord with City policies for the selection of consultants.

3. If the proposed work is in excess of \$50,000, staff seeks approval from the Board for the amount of the expenditure. Such approval may be sought through the approval of a work order for a particular project (which may occur prior to step 1 above).
4. The City Manager (based upon the authority delegated in this action consistent with Recommendation 2 above) and the selected consultant execute a supplemental agreement for such work.

The Purchasing Manager concurs that the recommended actions are in compliance with Purchasing Resolution No. 23256. Other departments within the City follow the same process for master agreements for consultant panels.

FISCAL IMPACT:

There is no fiscal impact at this time as no individual projects have yet been awarded. Projects will be awarded to Energy Delivery Consultant Panel firms on a project-by-project basis and funded through the Electric Capital Project accounts, Section 613000. Projects and associated work orders which include consulting services valued greater than \$50,000 will require Board approval. The total cumulative agreement amount for any one firm will not exceed \$2,000,000 for the term of the agreement and is subject to the availability of budgeted funds.

Prepared by: George R. Hanson, Utilities Assistant General Manager/Energy Delivery
Approved by: Todd M. Corbin, Utilities General Manager
Approved by: Al Zelinka, FAICP, City Manager
Approved as to form: Gary G. Geuss, City Attorney

Certifies availability
of funds: Brian Seinturier, Utilities Fiscal Manager

Attachments:

1. Request for Proposal Questionnaire
2. Vendor Categories List
3. RFP Award Recommendation
4. Master Professional Consultant Services Agreements with Geo Mat Testing Laboratories, Inc.
5. Master Professional Consultant Services Agreements with HDR Engineering, Inc.
6. Master Professional Consultant Services Agreements with Ninyo & Moore Geotechnical & Environmental Sciences Consultants
7. Master Professional Consultant Services Agreements with NV5, Inc.
8. Master Professional Consultant Services Agreements with Power Engineers, Incorporated
9. Master Professional Consultant Services Agreements with Power-Tech Engineers, Inc.
10. Master Professional Consultant Services Agreements with Stantec Consulting Services, Inc.
11. Master Professional Consultant Services Agreements with TRC Solutions, Inc.
12. Master Professional Consultant Services Agreements with Ecorp Consulting, Inc.
13. Master Professional Consultant Services Agreements with Engeo Incorporated
14. Master Professional Consultant Services Agreements with EPS Engineering & Design, Inc.
15. Master Professional Consultant Services Agreements with Geotek, Inc.
16. Master Professional Consultant Services Agreements with Terracon Consultants, Inc.
17. Master Professional Consultant Services Agreements with Tetra Tech, Inc.
18. Master Professional Consultant Services Agreements with DNV GL Energy USA, Inc.
19. Presentation