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## Alameda Corridor Transportation Authority

September 22, 2017

<b>To:</b>	Governing Board
<b>From:</b>	John T. Doherty, Chief Executive Officer
<b>Subject:</b>	<i>Approval of Agreement No. C0868 with Tetra Tech, Inc. for Environmental Site Assessment &amp; Restoration Services (Approval)</i>

### Recommendation:

Approve attached Agreement No. C0868 with Tetra Tech, Inc. for Environmental Site Assessment & Restoration Services in an amount not-to-exceed \$150,000 for the period on or about October 1, 2017 through June 30, 2020 with an optional 3-year extension if later approved by the Board; and authorize the Chief Executive Officer or Chief Financial Officer to execute said agreement.

### Discussion:

Due to ACTA's ongoing need for on-call Environmental Site Assessment & Restoration Services, a Request for Proposals (RFP) was issued on April 28, 2017. The RFP was posted on the ACTA website. Notice of publication of the RFP was advertised in local newspapers and posted on the web-based procurement systems hosted by the two ports: the Port of Los Angeles' *Los Angeles Business Assistance Virtual Network (LABVN)* and Port of Long Beach's *PlanetBids*. Twelve (12) responses were received by the June 7, 2017 due date. One proposal was deemed to be non-responsive for failing to meet the SBE requirement. A selection panel consisting of ACTA's Environmental Engineer and an environmental representative from each of the ports of Los Angeles and Long Beach reviewed, evaluated, and ranked the remaining eleven (11) written proposals using criteria listed in the RFP, including but not limited to, the firm's qualifications, project organization and staffing, work plan, and cost.

Based on the rankings, four (4) firms were selected for interviews on August 24, 2017. The same panel conducted the interviews, evaluating the firms' presentation and responses to specific questions. As a result of the final ranking based on the written proposals and interviews, the evaluators recommend that the Board approve a contract with Tetra Tech, Inc. for the proposed Environmental Site Assessment & Restoration Services.

The recommended firm, while not itself a certified Small Business Enterprise (SBE), has committed to using SBE subcontractors in each of the categories of the potential on-call work. Tetra Tech, Inc.'s proposal listed 14 SBE firms, with an average of 36% of the contract value



going to small businesses as subconsultants across all categories of potential work scope. The RFP required that an average 15% of the contract value go to small businesses. The actual percentage will vary year to year, based upon the type of work needed. The ranking matrix and the proposed agreement are attached.

Costs for these environmental services have averaged \$45,000 per year over the last 5 years. It is recommended that the Agreement set a compensation amount of \$150,000 for the initial term of the Agreement.

**Background:**

Prior to June 30, 2016, ACTA concurrently had separate environmental services contracts with Tetra Tech Inc. (in place since December 1996), NRC Environmental Services, Inc. (NRC) (in place since November 2001), and Ninyo & Moore Environmental Consultants (Ninyo & Moore) (in place since November 2000). The NRC and Ninyo & Moore contracts expired on June 30, 2016. Beginning July 1, 2016, Tetra Tech was to continue to provide environmental services as needed. Due to ACTA's continued need for environmental services, a new competitive RFP process was conducted.

Two separate RFPs were issued to separate the scope of services under two contracts as follows: (1) Environmental Site Assessment & Restoration Services and (2) Emergency Response & Hazardous Waste Management Services.

Typical environmental services include site assessments; remedial investigation, action plans, and oversight; preparation of health, safety, storm water pollution prevention, emergency response, and hazardous waste transportation plans; asbestos abatement; soil excavation, stockpiling, and treatment; hazardous waste removal and disposal; installation of ground water treatment systems; and other services.

The approval of the Emergency Response and Hazardous Waste Management Services is being considered separately under Agenda Item No. 11.

**Budget Impact:**

Funds are included within the FY18 Program Budget for the various environmental assessment services that will be provided pursuant to this contract. The FY18 Program Budget will be amended to include an additional \$50,000 for additional as-needed services during FY18.

Attachment:

- Evaluation Summary and Agreement C0868