SUMMARY STATEMENT


COMMITTEE: Operations and Maintenance

COMMITTEE MEETING DATE: March 6, 2013

BOARD ACTION DATE: March 20, 2013

PROPOSAL: That the Board authorizes staff to negotiate an agreement with STV Incorporated to provide Construction Monitoring Services for Contract No. PATCO-50-2012, Phase I Repairs of PATCO Ventilation Vaults.

Amount: $176,601.00

Consultant: STV Incorporated
1818 Market Street, 14th Floor
Philadelphia, PA 19103

Other Consultants: Burns Group
HAKS
SYSTRA Consulting
URS Corporation

Engineers Estimate: $275,000.00

PURPOSE: To provide full-time, on-site construction inspection and monitoring services for Contract No. PATCO-50-2012, Phase I Repairs of PATCO Ventilation Vaults. The services will include a full-time Resident Engineer and support inspection staff for inspecting all contract field activities and monitoring the contractor’s compliance with the plans and specifications.

BACKGROUND: The work to be completed under Contract No. PATCO-50-2012 consists of replacement of the existing ventilation vault sidewalk grates and frames at the PATCO station in Philadelphia and Camden.

The Authority publicly advertised its intent to retain a consultant and invited interested firms to submit Statements of Qualifications. Nine (9) firms responded with Statements of Qualifications on March 16, 2012. Seven (7) firms were deemed qualified and were sent a formal
Request for Proposal. A review committee of four (4) staff engineers evaluated the Proposals on the basis of Technical merit.

STV Incorporated was one of the highest technically ranked firms. The proposed Project Manager has previous experience with rehabilitation projects and has been very responsive on past DRPA projects. STV Incorporated’s Inspection Team has experience in inspecting sidewalk repairs similar to those required for this contract. Overall, the team assembled by STV Incorporated was found to possess the necessary experience and qualifications to successfully complete the project.

In accordance with the Delaware River Port Authority’s qualification based selection procedure, the Price Proposal was evaluated against the Engineer’s Estimate and that of other recommended firms. Based on this evaluation and subsequent negotiation, STV Incorporated’s price was determined to be fair and reasonable.

It is recommended that an engineering services agreement be negotiated with STV Incorporated for the costs and associated fees not to exceed $176,601.00 to provide engineering services in accordance with the Request for Proposal.

SUMMARY:  
Amount: $176,601.00  
Source of Funds: General Fund Subject to Future Bond Proceeds  
Capital Project #: PD0909  
Operating Budget: N/A  
Master Plan Status: N/A  
Other Fund Sources: N/A  
Duration of Contract: 365 days  
Other Parties Involved: N/A  
Estimated Number of Jobs Supported: 1
RESOLUTION

RESOLVED: That the Board of Commissioners of the Delaware River Port Authority accepts the Proposal of STV Incorporated to provide Construction Monitoring Services for Contract No. PATCO-50-2012, Phase I Repairs of PATCO Ventilation Vaults and that the proper officers of the Authority be and hereby are authorized to negotiate an Agreement with STV Incorporated for an amount not to exceed $176,601.00, as per the attached Summary Statement; and be it further

RESOLVED: The Chairman, Vice Chairman and the Chief Executive Officer must approve and are hereby authorized to approve and execute all necessary agreements, contracts, or other documents on behalf of the DRPA. If such agreements, contracts, or other documents have been approved by the Chairman, Vice Chairman and Chief Executive Officer and if thereafter either the Chairman or Vice Chairman is absent or unavailable, the remaining Officer may execute the said document(s) on behalf of DRPA along with the Chief Executive Officer. If both the Chairman and Vice Chairman are absent or unavailable, and if it is necessary to execute the said document(s) while they are absent or unavailable, then the Chief Executive Officer shall execute such documents on behalf of DRPA.

SUMMARY:

| Amount:       | $176,601.00 |
| Source of Funds: | General Fund Subject to Future Bond Proceeds |
| Capital Project #: | PD0909 |
| Operating Budget: | N/A |
| Master Plan Status: | N/A |
| Other Fund Sources: | N/A |
| Duration of Contract: | 365 days |
| Other Parties Involved: | N/A |
| Estimated Number of Jobs Supported: | 1 |
The Request for Qualifications (RFQs), which was posted on the Authority’s web-site, invited consultants to submit Statements of Qualifications (SOQs). Nine (9) firms submitted SOQs on March 16, 2012.

Policy 303a outlines the procedure for Request for Proposal selection of consultants by the Engineering Department. The SOQ evaluation serves as a method for developing a “short list” of firms to receive a Request for Proposal (RFP). The Review Committee evaluated the SOQ’s and recommended soliciting Technical and sealed Price Proposals from the top ranked firms: Birdsall Services Group; Burns Group; HAKS; STV Incorporated; SYSTRA Consulting, Inc.; Urban Engineers; and URS.

The short listed firms were sent a RFP on June 5, 2012. The Technical Proposals and separate sealed Price Proposals were received on July 5, 2012 from Burns Group; HAKS; STV Incorporated; SYSTRA Consulting, Inc. and URS. The Review Committee, consisting of four (4) staff engineers, reviewed and evaluated the Technical Proposals.

STV Incorporated was one of the highest technically ranked firms. The proposed Project Manager has previous experience with rehabilitation projects and has been very responsive on past DRPA projects. STV Incorporated’s Inspection Team has experience in inspecting sidewalk repairs similar to those required for this contract. Overall, the team assembled by STV Incorporated was found to possess the necessary experience and qualifications to successfully complete the project.

The Review Committee recommended that the Price Proposal be opened and negotiations commence using other recommended firm’s Price Proposals and the Engineer’s Estimate in the amount of $275,000.00, as a guide. Price Proposals were opened on July 20, 2012.
Below are the Technical Proposal rankings, proposed hours and fees of these firms, along with the Engineer’s estimate of hours.

<table>
<thead>
<tr>
<th>Rank</th>
<th>Firm</th>
<th>Hours</th>
<th>Original Price Proposal</th>
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<tbody>
<tr>
<td></td>
<td>Engineer’s Estimate</td>
<td>2,400</td>
<td>$275,000.00</td>
</tr>
<tr>
<td>1</td>
<td>Burns Group</td>
<td>3,068</td>
<td>$464,724.00</td>
</tr>
<tr>
<td>2</td>
<td>STV Incorporated</td>
<td>1,660</td>
<td>$176,601.00</td>
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The Price Proposal from the second highest technically ranked firm, STV, dated July 5, 2012 was reviewed by Engineering Department staff. It was observed to be 36% lower than the Engineer’s Estimate. The number of hours for the Resident Engineer in STV’s Price Proposal was under-estimated, and therefore was adjusted and increased to 1,820 hours. Negotiations commenced which resulted in a final Price Proposal in an amount of $176,601.00. Based on the Review Committee’s findings the Price Proposal of $176,601.00 has been determined to be fair and reasonable and therefore the committee recommends that an Engineering Services Agreement be issued to the second highest technically ranked firm, STV.

Based on a review of the Review Committee’s evaluation and supporting documentation, I concur with the recommendation to engage STV Incorporated of Philadelphia, PA, in the amount of $176,601.00 for this Agreement.

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