SUMMARY STATEMENT

ITEM NO.: DRPA-16-020

SUBJECT: Professional Services for 2016 Biennial Inspection of the Commodore Barry Bridge

COMMITTEE:

Operations and Maintenance

COMMITTEE MEETING DATE:

February 2, 2016

BOARD ACTION DATE:

February 17, 2016

PROPOSAL: That the Board authorizes staff to negotiate an agreement with HNTB Corporation to provide engineering services required to perform the 2016 Biennial Inspection of the Commodore Barry Bridge.

Amount: $654,000.00

Consultant: HNTB Corporation
1650 Arch Street
Suite 1700
Philadelphia, PA 19103

Other Consultants: Ammann & Whitney
HAKS Engineers, Architects, and Land Surveyors, P.C.
Pickering, Corts & Summerson, Inc.

Engineers Estimate: $600,000.00

PURPOSE: To provide consulting engineering services for the 2016 Biennial Inspection of the Commodore Barry Bridge.

BACKGROUND: Under the Delaware River Port Authority’s (DRPA) Bond Indentures dated 1995, 1998 and 1999, the DRPA is obligated to inspect all DRPA facilities every second calendar year; the Indenture further states that an inspection report be submitted on or before October 1 of every second calendar year. In the past years, the Commissioners have authorized payment from the Revenue Fund for services rendered. The most recent biennial inspection of the Commodore Barry Bridge facility occurred in the Summer of 2014. In order to satisfy the Authority’s Bond Indenture and in order to assist in developing a plan for maintaining this facility, it is necessary to perform this biennial inspection of the Commodore Barry Bridge.

The work would include close visual “hands on” inspection of all
bridge components and systems, preparation of a 2016 Biennial Inspection Report for the Commodore Barry Bridge and completion of Structure Inventory and Appraisal forms and Bridge Management forms as required by the Commonwealth of Pennsylvania and State of New Jersey, respectively.

The Authority publicly advertised its intent to retain a consultant and invited interested firms to submit Statements of Qualifications. Sixteen (16) firms responded with Statements of Qualifications on April 16, 2015. Five (5) firms were deemed qualified and were sent a formal Request for Proposal. Greenman-Pedersen, Inc. did not submit a technical proposal. A review committee of four (4) staff engineers evaluated the Proposals on the basis of Technical merit.

HNTB Corporation was the highest technically ranked firm. The proposed Project Manager has previous experience with major bridge inspection projects and has been responsive on past DRPA projects. HNTB Corporation’s Inspection Team has many years experience inspecting bridges similar to those required for this contract. Overall, the team assembled by HNTB Corporation 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, HNTB Corporation’s price was determined to be fair and reasonable.

SUMMARY:

<table>
<thead>
<tr>
<th>Description</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amount:</td>
<td>$654,000.00</td>
</tr>
<tr>
<td>Source of Funds:</td>
<td>Revenue Fund</td>
</tr>
<tr>
<td>Capital Project #:</td>
<td>N/A</td>
</tr>
<tr>
<td>Operating Budget:</td>
<td>N/A</td>
</tr>
<tr>
<td>Master Plan Status:</td>
<td>N/A</td>
</tr>
<tr>
<td>Other Fund Sources:</td>
<td>N/A</td>
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<tr>
<td>Duration of Contract:</td>
<td>12 Months</td>
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<tr>
<td>Other Parties Involved:</td>
<td>N/A</td>
</tr>
<tr>
<td>Estimated Number of Jobs Supported:</td>
<td>2</td>
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</tbody>
</table>
RESOLUTION

RESOLVED: That the Board of Commissioners of the Delaware River Port Authority accepts the Proposal of HNTB Corporation to provide Professional Services for 2016 Biennial Inspection of the Commodore Barry Bridge and that the proper officers of the Authority be and hereby are authorized to negotiate an Agreement with HNTB Corporation for an amount not to exceed $654,000.00 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: $654,000.00
Source of Funds: Revenue Fund
Capital Project #: N/A
Operating Budget: N/A
Master Plan Status: N/A
Other Fund Sources: N/A
Duration of Contract: 12 Months
Other Parties Involved: N/A
Estimated Number of Jobs Supported: 2
MEMORANDUM

DELAWARE RIVER PORT AUTHORITY
of Pennsylvania & New Jersey

TO: O&M Committee Members

FROM: Michael P. Venuto, Chief Engineer

SUBJECT: Professional Services for 2016 Biennial Inspection of the Commodore Barry Bridge
Technical Proposal Evaluation, Findings and Recommendation Report

DATE: February 2, 2016

The Request for Qualifications (RFQs), which was posted on the Authority’s web-site, invited consultants to submit Statements of Qualifications (SOQs). Sixteen (16) firms submitted SOQs on April 16, 2015.

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: Ammann & Whitney, Greenman-Pedersen, Inc, HAKS Engineers, Architects, and Land Surveyors, P.C., HNTB Corporation, and Pickering, Corts & Summerson, Inc.

The short listed firms were sent a RFP on August 14, 2015. The Technical Proposals and separate sealed Price Proposals were received on September 22, 2015 from all the firms except Greenman-Pedersen, Inc. The Review Committee, consisting of four (4) staff engineers, reviewed and evaluated the Technical Proposals.

HNTB Corporation was the highest technically ranked firm. The proposed Project Manager has previous experience with major bridge inspection projects and has been responsive on past DRPA projects. Overall, the team assembled by HNTB Corporation 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 $600,000.00, as a guide. Price Proposals were opened on December 21, 2015.
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>
<th>Negotiated</th>
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<tbody>
<tr>
<td></td>
<td>Engineer’s Estimate</td>
<td>2900</td>
<td>$600,000</td>
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<tr>
<td>1</td>
<td>HNTB</td>
<td>3222</td>
<td>$694,000</td>
<td>3169 $654,000.00</td>
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<td>2</td>
<td>HAKS</td>
<td>2909</td>
<td>$798,000</td>
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<td>3</td>
<td>Ammann &amp; Whitney</td>
<td>2174</td>
<td>$787,000</td>
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<tr>
<td>4</td>
<td>Pickering, Corts &amp; Summerson</td>
<td>2695</td>
<td>$616,000</td>
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</table>

The Price Proposal from the highest technically ranked firm, HNTB Corporation, dated September 22, 2015 was reviewed by Engineering Department staff. It was observed to be 16% higher than the Engineer’s Estimate. Negotiations commenced which resulted in a final Price Proposal in an amount of $654,000.00. Based on the Review Committee’s findings the Price Proposal of HNTB Corporation has been determined to be fair and reasonable and therefore the committee recommends that an Engineering Services Agreement be issued to the highest technically ranked firm, HNTB Corporation.

Based on a review of the Review Committee’s evaluation and supporting documentation, I concur with the recommendation to engage HNTB Corporation of Philadelphia, PA in the amount of $654,000.00 for this Agreement.