SUMMARY STATEMENT

ITEM NO.: DRPA-18-123


COMMITTEE: Operations and Maintenance

COMMITTEE MEETING DATE: November 27, 2018

BOARD ACTION DATE: December 5, 2018

PROPOSAL: That the Board authorizes staff to negotiate an agreement with Jacobs Engineering to provide Design Oversight and Construction Monitoring Services for Contract No. GN-0040-18, DRPA Solar Photovoltaic Systems.

Amount: $2,570,590

Consultant: Jacobs Engineering Group
2301 Chestnut Street
Philadelphia, PA 19103

Other Consultants: Burns Engineering
Maser Consulting

Engineers Estimate: $2,600,142

MBE/WBE Goals: MBE/WBE: 12%

Consultant Proposed MBE/WBE Commitments: MBE/WBE: 12.7%

PURPOSE: To provide full-time, on-site design oversight and construction inspection and monitoring services for Contract No. GN-0040-18, DRPA Solar Photovoltaic Systems. The services will include a full-time structural engineer and electrical engineer during design and a full-time Resident Engineer and support inspection staff for inspecting all contract field activities and monitoring the Solar Developer’s compliance with the plans and specifications.

BACKGROUND: The work to be completed under Contract No. GN-0040-18 shall include all design oversight and construction monitoring services during the solar development and design and construction initiation,
planning, and execution phases. The scope of work shall include, but not limited to, oversight for site plans, structural support plans (foundations, wind and snow loads, drainage, mounting systems, etc.), technology selection, utility interconnection requirements, construction plans, bill of materials, purchase orders, shop drawing review, logistic plans, project phasing, project schedules, test plan, permitting and interconnection submissions, compliance requirements, on-site supervision, testing support, and project closure activities. The Firm will be considered the Owner’s Representative for the duration of the design, construction, and commissioning of the solar systems. The Firm will oversee the Solar Developer to ensure that the commercial operational date deadline is met as outlined in the Power Purchase Agreement.

The Authority publicly advertised its intent to retain a consultant on July 20, 2018 and invited interested firms to submit Statements of Qualifications. Eight (8) firms responded with Statements of Qualifications on August 13, 2018. Six (6) firms were deemed qualified and were sent a formal Request for Proposal. A review committee of three (3) staff engineers evaluated the Proposals on the basis of Technical merit.

Jacobs was the highest technically ranked firm. Jacobs presented a strong proposal outlining their project understanding and project team members. Jacobs has worked on a multitude of large-scale solar projects in recent years and proposed Technical Director, Dan Ingold, has worked on many federal and state government solar projects. The project team also included an electrical lead, resident engineer, civil inspector, and electrical inspector with additional support staff as needed; all personnel had previous solar project experience. Overall, the team assembled by Jacobs 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
Design Oversight and Construction Monitoring Services for
Contract No. GN-0040-18, DRPA
Solar Photovoltaic Systems

O&M November 27, 2018

this evaluation and subsequent negotiation, Jacobs’ price was determined to be fair and reasonable.

It is recommended that an engineering services agreement be negotiated with Jacobs for the costs and associated fees not to exceed $2,570,590 to provide engineering services in accordance with the Request for Proposal.

SUMMARY:

Amount: $2,570,590
Source of Funds: Revenue Fund, General Fund
Capital Project #: MTB.01801
Operating Budget: N/A
Master Plan Status: N/A
Other Fund Sources: N/A
Duration of Contract: 21 months
Other Parties Involved: N/A
Estimated Number of Jobs Supported: 8.65
RESOLUTION

RESOLVED: That the Board of Commissioners of the Delaware River Port Authority accepts the Proposal of Jacobs Engineering to provide Construction Monitoring Services for Contract No. GN-0040-18, DRPA Solar Photovoltaic Systems and that the proper officers of the Authority be and hereby are authorized to negotiate an Agreement with Jacobs Engineering for an amount not to exceed $2,570,590, 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:

<table>
<thead>
<tr>
<th>Amount</th>
<th>$2,570,590</th>
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<tbody>
<tr>
<td>Source of Funds:</td>
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<tr>
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<td>MTB.01801</td>
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MEMORANDUM

DELAWARE RIVER PORT AUTHORITY
of Pennsylvania & New Jersey

TO: O&M Committee Members
FROM: Michael P. Venuto, Chief Engineer
DATE: November 21, 2018

The Request for Qualifications (RFQs), which was posted on the Authority’s web-site, invited consultants to submit Statements of Qualifications (SOQs). Eight (8) firms submitted SOQs on August 13, 2018.

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:

1. Burns Engineering
2. Jacobs Engineering Group
3. Johnson, Mirmiran, & Thomson
4. Maser Consulting
5. Mott MacDonald
6. Stantec Consulting Services

The short-listed firms were sent a RFP on September 12, 2018. The Technical Proposals and separate sealed Price Proposals were received on October 10, 2018 from Burns Engineering, Jacobs Engineering, and Maser Consulting. The Review Committee, consisting of three (3) staff engineers, reviewed and evaluated the Technical Proposals.

Jacobs was the highest technically ranked firm. Jacobs presented a strong proposal outlining their project understanding and project team members. Jacobs recently completed the DRPA solar feasibility assessment and assisted the DRPA in developing initial solar site plans that were used as the basis of the larger solar developer RFQ/RFP. Jacobs has worked on a multitude of solar projects in recent years and proposed Technical Director, Dan Ingold, has worked on many federal and state government solar projects. The project team also included an electrical lead, resident engineer, civil inspector, and electrical inspector with additional support staff as needed; all personnel had previous solar project experience. Overall, the team assembled by Jacobs 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 $2,600,142, as a guide. Price Proposals were opened on October 22nd, 2019.

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 Hours</th>
<th>Fee</th>
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<tbody>
<tr>
<td>1</td>
<td>Jacobs Engineering</td>
<td>21,670</td>
<td>$3,159,606</td>
<td>17,990</td>
<td>$2,570,590</td>
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<td>2</td>
<td>Burns Engineering</td>
<td>12,327</td>
<td>$1,610,274</td>
<td></td>
<td></td>
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<tr>
<td>3</td>
<td>Maser Consulting</td>
<td>4082</td>
<td>$865,291</td>
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The Price Proposal from the highest technically ranked firm, Jacobs, dated October 10, 2018, was reviewed by Engineering Department staff. It was observed to be 17% higher than the Engineer’s Estimate. After careful review, it was determined that the hours for the design oversight and construction monitoring should be at a minimum of 13,804 to comply with the roles and hours as dictated in the Request for Proposals. Jacobs originally had 21,670 hours in their proposal; overestimating the number of hours needed for the design oversight portion of the project, hours for community outreach, and hours for managerial staff.

Negotiations commenced which resulted in a final Price Proposal in an amount of $2,570,590. The DRPA was able to negotiate managerial staff hours at the design level while maintaining all hours for on-site and inspection personnel. After discussing all the necessary roles and responsibilities of the team with Jacobs, it was determined that Jacobs adhered to the minimum requirements of the RFP while acknowledging that additional staff would be needed to execute this project appropriately. Jacobs presented a strong technical proposal with unparalleled project team experience. The DRPA Solar Program is a unique and complex project that requires attention to detail and strong personnel experience, of which Jacobs has the technical ability to perform.

Based on the Review Committee’s findings the Price Proposal of $2,570,590 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, Jacobs.