ITEM NO. DRPA-19-063    SUBJECT: Design Services for PATCO Stations Roof Replacement

COMMITTEE: Operations & Maintenance

COMMITTEE MEETING DATE: July 2, 2019

BOARD ACTION DATE: July 17, 2019

PROPOSAL: That the Board authorizes staff to negotiate an agreement with Burns Engineering, Inc. to provide Design, Bidding and Award, and Construction Support Services for the PATCO Stations Roof Replacement.

Amount: $386,435.00

Consultant: Burns Engineering, Inc.

Other Consultants: Gannett Fleming Architects, Inc.
HDR Engineering, Inc.
Johnson, Mirmiran & Thompson, Inc.
STV Architects, Inc.

Engineers Estimate: $348,379.00

MBE/WBE Goals:
MBE: 8%
WBE: 4%

Consultant Proposed
MBE/WBE Commitments: MBE: 10.5%
WBE: 17.7%

PURPOSE: The purpose of this project is to provide design services in connection with the PATCO Stations Roof Replacement.

BACKGROUND: The scope of work includes field investigations of PATCO roofs at nine (9) different locations, verification of existing conditions, preparation of a design services report and a final design package including plans, specifications, cost estimates and a construction schedule with which the Authority may solicit bids from construction contractors to accomplish all tasks.

The Authority publicly advertised its intent to retain a consultant and
invited interested firms to submit Statements of Qualifications. Seven (7) firms responded with Statements of Qualifications on November 20, 2018. Five (5) 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.

Burns Engineering, Inc. was the highest technically ranked firm. The proposed Project Manager has 11 years’ experience with roof replacement projects and has been very responsive on past DRPA projects. Overall, the team assembled by Burns Engineering, Inc. 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, Burns Engineering, Inc.’s price was determined to be fair and reasonable.

It is recommended that an engineering services agreement be negotiated with Burns Engineering, Inc. for the costs and associated fees not to exceed $386,435.00 to provide engineering services in accordance with the Request for Proposal.

**SUMMARY:**

<table>
<thead>
<tr>
<th>Amount:</th>
<th>$386,435.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Source of Funds:</td>
<td>2018 A Revenue Bonds</td>
</tr>
<tr>
<td>Capital Project #:</td>
<td>PTD.21701</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>Design Services, 8 months; Bidding and Award and Construction Support Services, approximately 2 months from issuance of Contractor Notice to Proceed</td>
</tr>
<tr>
<td>Other Parties Involved:</td>
<td>N/A</td>
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<tr>
<td>Estimated Number of Jobs Supported:</td>
<td>2</td>
</tr>
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</table>
RESOLUTION

RESOLVED: That the Board of Commissioners of the Delaware River Port Authority accepts the Proposal of Burns Engineering, Inc. to provide Design Services for PATCO Stations Roof Replacement and that the proper officers of the Authority be and hereby are authorized to negotiate an Agreement with Burns Engineering, Inc. for an amount not to exceed $386,435.00, 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: $386,435.00  
Source of Funds: 2018 A Revenue Bonds  
Capital Project #: PTD.21701  
Operating Budget: N/A  
Master Plan Status: N/A  
Other Fund Sources: N/A  
Duration of Contract: Design Services, 8 months; Bidding and Award and Construction Support Services, approximately 2 months from issuance of Contractor Notice to Proceed  
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 Service Selection for
Design Services for PATCO Stations Roof Replacements
Technical Proposal Evaluation, Findings and Recommendation Report
DATE: June 21, 2019

The Request for Qualifications (RFQs), which was posted on the Authority’s web-site, invited consultants to submit Statements of Qualifications (SOQs). Seven (7) firms submitted SOQs on November 20, 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: Burns Engineering, Inc. (Burns), Gannett Fleming Architects, Inc. (GF), HDR Engineering, Inc. (HDR), Johnson, Mirmiran & Thompson, Inc. (JMT), and STV Architects, Inc. (STV).

The short listed firms were sent a RFP on January 28, 2019. The Technical Proposals and separate sealed Price Proposals were received on March 15, 2019 from Burns, GF, HDR, JMT, and STV. The Review Committee, consisting of four (4) staff engineers, reviewed and evaluated the Technical Proposals.

Burns was the highest technically ranked firm. The proposed Project Manager has previous experience with roof replacement projects and has been very responsive on past DRPA projects. Overall, the team assembled by Burns 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 $348,379.00, as a guide. Price Proposals were opened on April 11, 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</th>
</tr>
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<tbody>
<tr>
<td></td>
<td>Engineer’s Estimate</td>
<td>1,848</td>
<td>$348,379.00</td>
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<tr>
<td>1</td>
<td>Burns</td>
<td>3,100</td>
<td>$407,220.00</td>
<td>2,939</td>
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<tr>
<td>2</td>
<td>HDR</td>
<td>3,061</td>
<td>$467,083.52</td>
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<td>3</td>
<td>GF</td>
<td>2,241</td>
<td>$293,449.72</td>
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<tr>
<td>4</td>
<td>JMT</td>
<td>2,551</td>
<td>$365,717.85</td>
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<tr>
<td>5</td>
<td>STV</td>
<td>1,196.5</td>
<td>$182,654.90</td>
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The Price Proposal from the highest technically ranked firm, Burns, dated March 15, 2019 was reviewed by Engineering Department staff. It was observed to be 16.9% higher than the Engineer’s Estimate. This was a result of the estimated man-hours being greater than the Engineer’s Estimate. Discussions were held and Burns believed they had a better understanding of the scope of work needed and as a result they could lower man-hours. Negotiations commenced which resulted in a final Price Proposal in an amount of $386,435.00. Based on the Review Committee’s findings the Price Proposal of Burns 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, Burns.

Based on a review of the Review Committee’s evaluation and supporting documentation, I concur with the recommendation to engage Burns of Philadelphia, PA, in the amount of $386,435.00 for this Agreement.

SD