



Date: September 21, 2015

To: Thomas J. Bonfield, City Manager

Through: W. Bowman Ferguson, Deputy City Manager

From: Donald F. Greeley, Director, Water Management

Subject: Professional Engineering Services for Roof Replacements at Various DWM Facilities
Contract Award to Raymond Engineering – Georgia, PLLC

Executive Summary

The Department of Water Management (DWM) issued a Request for Qualifications (RFQ) for Professional Engineering Services to perform design, evaluation, and construction administration/inspection services for multiple roof replacements for DWM facilities. The DWM received five proposals on March 18, 2015 in response to the RFQ. Raymond Engineering – Georgia, PLLC was selected based on the qualifications presented, and a scope of services for the project has been negotiated for the amount of \$137,400.00.

Recommendation

The Department recommends the City Council:

1. Authorize the City Manager to execute a contract with Raymond Engineering – Georgia, PLLC for Professional Services for design, evaluation, and construction administration/inspection services for multiple roof replacements for DWM facilities at a contract cost of \$137,400.00.
2. Establish a contingency fund in the amount of \$14,000.00.
3. Authorize the City Manager to negotiate change orders provided that the cost of all change orders does not exceed \$14,000.00, and the total project cost does not exceed \$151,400.00.

Background

The DWM maintains numerous structures for the City’s water treatment and water reclamation operations. For the last several years DWM had a program of replacing roof systems at buildings where the roof systems are nearing or have exceeded their planned useful life and are in need of replacement. DWM has identified 5 buildings where the roof systems need to be replaced. Additionally, DWM is would like to develop a 5 year maintenance plan to improve the asset management of the roof systems at DWM facilities.

Work to be completed under this proposed contract will include:

- Design and construction administration/inspection services for replacement of the elevator penthouse and pumping station roofs at Lake Michie Dam; and the stoplog building, intake building, and pumping station roofs at Little River Dam.
- Visual roof evaluation, reporting and 5-year maintenance plan development for 71 DWM buildings located at the Williams Water Treatment Plant, Brown Water Treatment Plant, North Durham Water Reclamation Facility, South Durham Water Reclamation Facility, and other miscellaneous remote sites.

Issues and Analysis

The DWM advertised a RFQ in February of 2015. Five firms responded to the RFQ on March 18, 2015:

- DTW Architects and Planners
- REI Engineers
- Rooftop Systems Engineers, PC (now Raymond Engineering – Georgia, PLLC)
- The G.H. Williams Collaborative, PA
- Yongue Architects, PA

The proposal submitted by G.H. Williams Collaborative, PA was deemed non-responsive due to failure to meet SDBE requirements. Based on the proposals submitted, REI Engineers and Rooftop Systems Engineers, PC were interviewed by the selection committee on May 7th, 2015 to gather more information about their project approaches. The selection committee was made up of staff from the DWM and the Equal Opportunity/Equity Assurance (EOEA) Department. Rooftop Systems Engineers, PC was selected for the project based on their qualifications and experience.

On May 22, 2015, the selected firm notified DWM staff that Rooftop Systems Engineers, PC had been acquired by Raymond Engineering – Georgia, PLLC. After consultation with the City Attorney’s Office, the selection committee made the decision to proceed with contract negotiations with Raymond Engineering – Georgia, PLLC, since the qualifications and key personnel presented by Rooftop Systems Engineers, PC were unaltered by the acquisition by Raymond Engineering – Georgia, PLLC.

Alternatives

Alternative 1: Do not move forward with this project. This alternative is not recommended because the existing roof conditions of the identified buildings warrant replacement and/or evaluation in order to maintain the water treatment and water reclamation facilities in good operating condition.

Financial Impact

The necessary funds are available in the DWM Water Facilities Rehabilitation and the Wastewater Process Rehabilitation funds:

ORG	OBJ	PROJ	AVAILABLE
4100P002	731004	POB16	\$68,700.00
4100P002	731004	P2513	\$68,700.00
4100P002	731900	POB16	\$ 7,000.00
4100P002	731900	P2513	\$ 7,000.00

SDBE Summary

The Equal Opportunity/Equity Assurance Department reviewed the proposal submitted by Raymond Engineering – Georgia, PLLC to determine compliance with the Ordinance to Promote Equal Business Opportunities in City Contracting. It was determined that Raymond Engineering – Georgia, PLLC is in compliance with the Ordinance to Promote Equal Business Opportunities in City Contracting.

SDBE REQUIREMENTS

Raymond Engineering- Georgia, PLLC is a SBA 8(a) certified firm and was used for minority participation for this project in compliance with the Ordinance to Promote Equal Business Opportunities in City Contracting.

Raymond Engineering will subcontract to the following certified firm:

Firm	ID	City/State	Amount	% of Contract
HH Architecture	WSDBE	Raleigh, NC	\$ 2,750.00	2%

The MSDBE goal was exceeded.

WORKFORCE STATISTICS

Workforce statistics for Raymond Engineering-Georgia, PLLC are as follows:

Total Workforce	37	
Total Females	9	(24%)
Total Males	28	(76%)
Black Males	3	(8%)
White Males	20	(54%)
Other Males	5	(14%)
Black Females	2	(5%)
White Females	5	(14%)
Other Females	2	(5%)