

Request for Board Action Details

File #: 2020-560

Type: Administrative Item **Status:** Passed

In control: Board of Commissioners

On agenda: 12/22/2020 **Final action:** 12/22/2020

Title: Environmental Testing and Consulting Services Master Contract

Sponsors: Public Works

Indexes:

Code sections:

Attachments: 1. Contract RC-000371 with Bay West LLC, 2. Contract RC-000373 with Industrial Hygiene Services Corporation, 3. Contract RC-000374 with Landmark Environmental LLC, 4. Pricing Worksheets, 5. Resolution

Date	Ver.	Action By	Action	Result
12/22/2020	1	Board of Commissioners	approved	Pass

Sponsor: Public Works

Title

Environmental Testing and Consulting Services Master Contract

Recommendation

1. Approve the selection of and contracts with the following businesses for Environmental Testing and Consulting Services for the period of December 23, 2020 through December 22, 2021, with an option to renew for up to four one-year periods, in accordance with the rates established in the agreements:
 - Bay West LLC, 5 Empire Drive, Saint Paul, MN 55103 (Contract RC-000371)
 - Industrial Hygiene Services Corporation, 4205 White Bear Parkway, Suite 500, Vadnais Heights, MN 55110 (Contract RC-000373)
 - Landmark Environmental LLC, 2042 West 98th Street, Bloomington, MN 55431 (Contract RC-000374)
2. Authorize the Chair and Chief Clerk to execute the contracts.
3. Authorize the County Manager to approve and execute amendments to the contracts, in accordance with the County's procurement policies and procedures, provided the amounts are within available funding.

Background and Rationale

Environmental Testing and Consultant Services are necessary when environmental concerns are anticipated prior to or discovered during road or building projects. The scope of work for each project varies. Some requests may involve Phase I and/or Phase II Environmental Assessments, while other requests may be necessary on an emergency basis. Establishing multiple environmental testing and consulting service master contracts will enable all County departments to expedite the procurement of these services, provide efficient utilization of resources, and positively impact the County's delivery of services.

On September 9, 2020, a request for proposals solicitation was released for the Environmental Testing and Consulting Services Master Contracts. Below is a competitive solicitation summary:

RFP Title	Environmental Testing and Consulting Services
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RFP Release Date	September 9, 2020
RFP Due Date	October 1, 2020
Number of Suppliers Notified	374
Respondents	13
Proposal Evaluation Committee	Public Works Project Manager, Right of Way Specialist, Maintenance Engineering Technician, and two Design Engineering Technicians
RFP Evaluation Criteria	Contractor Qualifications, Key Personnel Qualifications, Project Understanding and Approach, Cost
Contractors Recommended	Landmark Environmental LLC, Bay West LLC, and Industrial Hygiene Services Corporation

The evaluation team evaluated the proposals based on the criteria identified in the solicitation and is recommending Landmark Environmental, LLC, Bay West LLC, and Industrial Hygiene Services, Inc. to provide environmental testing and consultant services. Landmark Environmental, LLC and Industrial Hygiene Services Corporation are registered as Certified Small Business Enterprises.

After the execution of the master contracts, County staff will be required to provide scopes of work to all three contractors to obtain bids.

Each contract will be for a term of up to five years from December 23, 2020. The contracts are based on rates established in each individual master contract as provided in the attached pricing worksheets.

County Goals (Check those advanced by Action)

☒ Well-being ☐ Prosperity ☐ Opportunity ☐ Accountability

Racial Equity Impact

The service provided through this contract does not directly impact racial equity.

Community Participation Level and Impact

The solicitation, evaluation, and approval of the master contracts did not involve community participation. The individual projects will involve tailored community involvement efforts that fit the context of the project and community it is being built in.

☒ Inform ☐ Consult ☐ Involve ☐ Collaborate ☐ Empower

Fiscal Impact

Costs for the Environmental Testing Master Contract services will be charged to County-approved projects and/or operating budgets of the County departments. The previous 5-year contracts for Environmental Testing had a total County spend of \$528,670.11, of which \$425,589.51 was by Public Works.

County Manager Comments

County Board approval is required for new Master Contracts resulting from the Request for Proposal process. This action expands the pool of Central Certification Program Small Business Enterprise, which supports the priority of expanding contracting opportunities with diverse businesses. More information on doing business with Ramsey County is available at:

<https://www.ramseycounty.us/businesses/doing-business-ramsey-county>.

Last Previous Action

None

Attachments

- 1.Contract RC-000371 with Bay West LLC
- 2.Contract RC-000373 with Industrial Hygiene Services Corporation
- 3.Contract RC-000374 with Landmark Environmental LLC
- 4.Pricing Worksheets