

**CITY COUNCIL AGENDA ITEM**  
CITY OF SHORELINE, WASHINGTON

<b>AGENDA TITLE:</b>	Authorize the City Manager to sign a contract with Bravo Environmental for on-call drainage system maintenance, vactoring, video inspection, and emergency spill response.
<b>DEPARTMENT:</b>	Public Works – Street Maintenance Division and Surface Water and Environmental Services Division
<b>PRESENTED BY:</b>	Mark J. Relph, Public Works Director Jesús Sanchez, Operations Manager

**PROBLEM/ISSUE STATEMENT:**

As part of the on-going effort to maintain the City's surface water infrastructure, the City has since incorporation contracted out drainage system maintenance, vactoring, and emergency spill clean-up services. In order to maintain a consistent level of service with a competitively low and predictable budget impact, the City chose this year to solicit a Request for Proposals (RFP) for a potential four-year service agreement.

The scope of work for this project will include the following:

1. Storm Line Cleaning: Storm lines must be thoroughly cleaned to allow for camera passage (including but not limited to sediment and root removal).
2. Emergency Response and After Hour Call Out: The contractor must be able to meet a 60 minute maximum response time in an emergency/after hour call out.
3. Disposal: The contractor will haul and dispose of vactor waste to an approved decant/disposal facility.
4. Video Inspection: The contractor will provide the video results of any pipe inspection.

The City's routine, scheduled maintenance for the Roads Division, includes vactoring of approximately 2000 catch basins annually and storm line cleaning (includes jetting and root cutting) of approximately 1000 linear feet of the City's infrastructure. In addition, the City receives annually approximately 150 catch basin vactoring requests, 2000 linear feet of storm line cleaning requests; requests for video inspection of pipes 10 times a year and emergency call-outs for vactoring 10 times a year.

Also, on an annual basis, the Surface Water Management Division inspects 95 regional and residential storm water facilities resulting in the vactoring of approximately 200 additional catch basins and approximately 1000 linear feet of storm line cleaning. (See Attachment A-Maintenance Schedule)

This on-call services contract will not exceed \$75,000.00 annually with an option to renew yearly. The total not to exceed for the four (4) years will be \$300,000.00. City Council approval is required since the total exceeds the \$200,000.00 authorization limit by the City Manager for Public Works projects.

#### **FINANCIAL IMPACT:**

This contract is not to exceed \$75,000.00 and will be funded \$50,000.00 from the 2009 Surface Water-Roads and \$25,000.00 from the 2009 Surface Water and Environmental Services operating budget. This contract has an option to renew each year for a total not to exceed for the four (4) years of \$300,000.00. There are sufficient funds that have been budgeted within the Surface Water-Roads operating budget and the Surface Water and Environmental Services operating budget for this contract. These funds are supported by the Surface Water Utility Fund.

#### **RECOMMENDATION**

Staff recommends that Council authorize the City Manager to sign a contract with Bravo Environmental for on-call drainage system maintenance, vactoring, video inspection, and emergency spill response services in an amount not to exceed \$75,000.00 annually with an option to renew each year for a total not to exceed over the four (4) years of \$300,000.00.

Approved By:

City Manager 

City Attorney \_\_\_\_

## **BACKGROUND**

The City of Shoreline sent out a Request for Proposals (RFP) to interested contractors. Submissions were due May 1, 2009, and the City received RFP packets from five\* (5) companies:

1. Action Service Co.\*
2. Bravo Environmental
3. Everson's Econo-Vac, Inc.
4. Innovative Vacuum Service, Inc.
5. Pro-Vac

*\* Note: During the evaluation period, one of the contractors, Action Service Co., withdrew itself from consideration for this project.*

A committee of five (5) City staff members reviewed the packets based on six (6) criteria:

1. Responsiveness (25 points)
2. Company Safety Record (20 Points)
3. Facility and Equipment Inspection (15 Points)
4. Equipment Specifications and Hauling GVW Per Equipment (15 Points)
5. Price (5 Points)
6. Reference and Quality of Paper Work and Job Quality (20 Points)

The committee selected one representative (Evaluator 1) to check references (Criterion 6) and three (3) of the committee members (Evaluators 1-3) attended and evaluated the On-Site Facility and Equipment Inspection (Criterion 3). All five (5) committee members evaluated Criteria 1-2 and 4-5.

Below is a summary matrix of final scores from each evaluator:

Company	Evaluator 1 Score	Evaluator 2 Score	Evaluator 3 Score	Evaluator 4 Score	Evaluator 5 Score	TOTAL
Action Service Co.	N/A	N/A	N/A	N/A	N/A	
Bravo Environmental	325	305	290	260	260	1,440
Everson's Econo-Vac, Inc.	315	265	230	230	205	1,245
Innovative Vacuum Service, Inc.	275	230	165	145	105	920
Pro-Vac	250	225	230	225	165	895

Based on a review of each company and the above criteria, Bravo Environmental received the highest evaluation score.

## **ALTERNATIVES ANALYZED**

### **Alternative 1: Performing Tasks In-House**

Performing the following tasks of vactoring, storm line cleaning, disposal, video inspection of pipes throughout the City, and emergency spill clean-up services, cannot be performed in-house. The City does not have the proper equipment to perform these functions. A vactoring truck with the proper equipment is estimated to cost approximately \$400,000. A camera truck and proper equipment to perform video inspections of the pipes is estimated at \$150,000...

Additionally, the City does not have the staffing level necessary to be able to operate and maintain on a daily basis a vactoring truck or to dispose of the vactor waste in the proper manner and respond to emergency spill clean-up. The City lacks the manpower, staffing level required for these important functions as well as adequate equipment.

### **Alternative 2: Contract with King County**

Contracting with King County for these services is at a very high cost to the City. King County's cost for the cleaning of a catch basin is \$101.56/ catch basin in comparison to the 2009 Bravo contract cost of \$22.50/catch basin. King County's cost is nearly 3.5 times higher than that of Bravo's cost. Also, King County does not perform video inspection of the pipes and does not offer this service at this time, whereas, Bravo has four camera trucks for video inspection and video taping of pipe issues and conditions.

### **Alternative 3: Contract with Bravo Environmental**

In previous years, the City has contracted out for vactoring services, services for storm line cleaning, disposal, video inspection of the City's pipe infrastructure and emergency spill clean-up services. Contracting these services out to a private contractor has resulted in lower costs and predictable budget impact. Equally important, the contractor is able to respond to emergencies and to the City's requests at any given time frames. This has worked very well for the City and is the alternative that we are selecting to move forward with for these important services.

In 2009, the City solicited a Request for Proposals (RFP) to interested contractors. As a result of the RFP process, Bravo received the highest rating. We have had success in using Bravo in past years. There have not been any significant increases in their costs compared to previous years.

## **RECOMMENDATION**

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## **ATTACHMENTS**

ATTACHMENT A – Maintenance Schedule

Activity	Annual Routine-Scheduled	Citizen Requests-Annual	Regional/Residential Inspections of Storm Water Facilities - 95 Inspections Annual	Emergency Response Only	Bravo Cost	King County Cost Comparison
Vactoring	2000 Catch Basins/year (SW Roads)	150 Catch Basins/Year (SWM)	200 Catch Basins/Year (SWM)	0	\$22.50/catch basin (SW Roads) \$145/hour (SWM) – Call outs	\$101.56/catch basin
Storm Line Cleaning (includes jetting & root cutting)	1000 linear feet (SW Roads)	2000 linear feet (SWM)	1000 linear feet (SWM)	0	\$1.00 /linear ft. (SW Roads) \$145/hour – call outs(SWM)	\$4.47/linear ft KC does not do call outs.
Video Inspection	0	10x/year (SWM)	2x/year (SWM)	0	\$145/hour (SWM)	
Emergency Call outs - Vactoring	0	8x/year (SWM)	0	2x/year (SW Roads)	\$145/hour weekdays \$165/After hours weekdays \$185/Weekends and holidays	

### Maintenance Schedule

Activity	Annual-Routine Scheduled	Citizen Requests-Annual	Regional/Residential Inspections of Storm Water Facilities - 95 Inspections Annual	Emergency Response Only	Bravo Cost	King County Cost Comparison
Emergency Call outs Video Inspections	0	0	0	0	\$145/hour weekdays \$165/After hours weekdays \$185/Weekends and holidays	

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