



**Recommendation for
Water & Wastewater Commission**

Commission Meeting Date:	February 8, 2017
Council Meeting Date:	February 16, 2017
Department:	Purchasing
SUBJECT	
<p>Authorize negotiation and execution of a contract with SAFETY SOLUTIONS, INC., or one of the other qualified offerors to Request for Proposals TLF0302, to provide construction safety management services associated with the Rolling Owner Controlled Insurance Program (ROCIP VII), in an amount not to exceed \$256,600. This is a multi-department contract. Austin Water's estimated authorization is \$47,009.</p>	
AMOUNT AND SOURCE OF FUNDING	
<p>Funding is available in the Fiscal Year 2016-2017 Capital Budget of Austin Water.</p>	
Purchasing Language:	<p>The Purchasing Office issued a Request for Proposals (RFP) TLF0301 for these services on June 20, 2016 and it closed on July 21, 2016 with two offers received. The recommended offer is the best evaluated offer submitted by a responsible offeror. Additional information on the solicitation is included below the line. The recommended offeror is the current provider for these services.</p>
Prior Council Action:	N/A
For More Information:	Monica McClure, 512-974-1714; Kristi Fenton, 512-972-0178
Boards and Commission Action:	<p>January 23, 2017- Unanimously recommended by the Electric Utility Commission on a 9-0 vote, with two vacancies. February 8, 2017- To be reviewed by the Water and Wastewater Commission. February 14, 2017- To be reviewed by the Austin Airport Advisory Commission.</p>
MBE/WBE:	<p>This solicitation was reviewed for subcontracting opportunities in accordance with City Code Chapter 2-9C Minority Owned and Women Owned Business Enterprise Procurement Program. For the services required for this solicitation, there were no subcontracting opportunities; therefore, no subcontracting goals were established.</p>

The contract will provide construction safety management services related to the City's Rolling Owner Controlled Insurance Program (ROCIP VII), including revising construction safety manuals and specifications for each project; approving general contractors' on-site safety managers; and assessing/improving their safety programs.

Beginning in 1992, the City entered into a contract with an outside construction safety management firm to proactively ensure that safety is strong for City construction projects. The selected firm is required to be Certified Safety Professionals. They must have advanced qualifications and senior-level experience in construction safety and Occupational Safety Health Administration (OSHA) Construction Safety Industry standards. The selected firm conducts specialized professional services that cannot be performed by City personnel. The services performed include: assessment of each general contractor's safety program and specific jobsite plans, establish roles and responsibilities of jobsite safety personnel by contract, review the capabilities of safety personnel and perform on-site safety inspections during hazardous operations. The professional services rendered by the selected firm are in-depth evaluations of construction safety for a variety of medium and large construction projects for which no trained or qualified City personnel exist.

An evaluation team with expertise in this area evaluated the offers and scored Safety Solutions, Inc. as the best to provide these services based on construction safety program concept and solution; experience, services, program management; payment terms and structure; reporting and statistical tracking capabilities; proposed cost; and local business presence.

This request allows for the development of a contract with a qualified offeror selected by Council. If the City is unsuccessful in negotiating a satisfactory contract with the selected offeror, negotiations will cease with that provider. Staff will return to Council so that another qualified offeror may be selected.

The contract is needed to continue construction safety management services at the City's ROCIP construction projects. The impact of not having a contract will jeopardize the safety of on-site personnel and this may lead to increased injuries and property damage.

The ROCIP VI construction safety management contract is in effect until July 15, 2018, but covers different capital improvement projects than ROCIP VII. The total authorization amount for the ROCIP VI construction safety management contract was \$395,000. The decrease in cost is due to differences in the size and types of projects for the two programs.

A complete solicitation package, including a response list, is on file in the City's Purchasing Office and is available on the City's Financial Services Austin Finance Online website. Link: [Solicitation Documents](#)

**EVALUATION MATRIX
CONSTRUCTION SAFETY MANAGEMENT SERVICES
FOR ROLLING CONTROLLED INSURANCE PROGRAM PHASE VII
RFP TLF0302**

Evaluation Factors	Possible Points	Safety Solutions, Inc.	SE Packages, Inc.
Construction Safety Program Concept & Solution	30	27	21
Experience, Services & Program Management	20	19	14
Payment Terms/Structure	10	9	7
Reporting & Statistical Tracking Capabilities	10	8	6
Proposed Cost	20	20	2
Local Business Presence	10	10	10
Total	100	93	60

NOTE: As per Section 252.049 of the local government code, contents of a proposal shall remain confidential until a contract is awarded. Therefore, the matrix will include points awarded for price but exact pricing will not be disclosed.