Business Item 2019-165: Master Contracts for Project Communications and Public Involvement to Support MCES Capital Program

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Environment Committee: June 25, 2019
• Communication and outreach services are needed to implement the authorized multi-year capital program for the MCES interceptor system and treatment plants. The total contract amount was based on a level of effort estimate by MCES Technical Services staff.
Proposal Solicitation and Review

- A formal solicitation was issued on January 16, 2019
- Ten proposals were received on February 20, 2019
Proposal Evaluation

• The proposals were evaluated by three MCES staff and one Council Communications staff.
• Based on strengths and ability to provide communication needs to the MCES capital program, five master contracts are recommended in the following amounts:
  – $500,000 to HDR Inc.
  – $400,000 to Zan Associates
  – $275,000 to Bolton & Menk
  – $225,000 to WSB & Associates
  – $100,000 to Black and Veatch
MCUB Goals

• The Office of Equal Opportunity did not assign any Disadvantaged Business Enterprise (DBE) or Metropolitan Council Underutilized Business (MCUB) goal commitments for this locally funded procurement.

• Procurement staff reviewed the directory and contacted potential DBE/MCUB vendors to make them aware of the solicitation.

• Zan Associates is a DBE/WBE and was recommended an award of $400,000.
Proposed Action

• That the Metropolitan Council authorize its Regional Administrator to award and execute master contracts 18P381 for communications and engagement related to MCES capital projects to HDR Inc., Zan Associates, Bolton & Menk, WSB & Associates, and Black & Veatch, totaling $1,500,000.