

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

Jeannine Clancy, Assistant General Manager, Technical Services
Anna Bessel, Assistant Manager, Engineering Programs

Environment Committee: June 25, 2019



Background

- 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.

Questions

Anna Bessel, Assistant Manager, Engineering Programs

Ph. 651-602-1125

Anna.Bessel@metc.state.mn.us