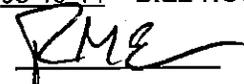


**AGENDA BILL**

**Beaverton City Council  
Beaverton, Oregon**

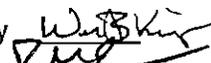
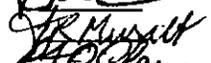
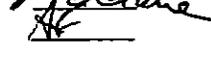
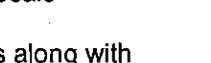
**SUBJECT:** Contract Award – Authorization to Award Contract for Brownfields Assessment Public Involvement, Environmental Site Characterization and Cleanup Planning Lead Contractor to Maul Foster & Alongi, Inc.

**FOR AGENDA OF:** 03-18-14 **BILL NO:** 14054

**Mayor's Approval:** 

**DEPARTMENT OF ORIGIN:** Mayor's Office

**DATE SUBMITTED:** 03-04-14

**CLEARANCES:** City Attorney   
CAO   
Purchasing   
Finance   
Econ Dev 

**PROCEEDING:** CONSENT AGENDA  
(Contract Review Board)

- EXHIBITS:**
1. Summary of Proposals Received
  2. Email Notifications along with Evaluation Matrix and Scoring for Proposals and Interviews

**BUDGET IMPACT**

EXPENDITURE	AMOUNT	APPROPRIATION
REQUIRED \$327,900	BUDGETED \$100,000*	REQUIRED \$227,900*

\*Account Number 001-70-0654-414 General Fund- Community Development Department – Economic Development Program – EPA Brownfields Grant Expense. This work under this contract is expected to span several fiscal years. The \$100,000 Amount Budgeted is the estimated expenses expected to be incurred through June 30, 2014. The \$227,900 Appropriation Required will be included in the proposed FY 2014-15 and FY 2015-16 budgets and will be funded entirely by the EPA Brownfields Assessment Grant.

**RECOMMENDED ACTION:**

City Council, acting as Contract Review Board, awards a contract to Maul Foster & Alongi, Incorporated of Portland, Oregon, to provide professional services relating to Brownfields Assessment Public Involvement, Environmental Site Characterization and Cleanup Planning for an amount not to exceed \$327,900 in a form approved by the City Attorney through September 30, 2016.

**HISTORICAL PERSPECTIVE:**

In December 2012, the City of Beaverton Community and Economic Development Department submitted an application for the United States Environmental Protection Agency (EPA) Brownfields Assessment Grant. In May 2013, a confirmation letter was received from the EPA that the City was selected as one of the entities with whom the EPA would begin negotiations to award cooperative agreements for two assessment grants totaling \$400,000. One grant is for petroleum substances for \$200,000 and the other is for hazardous substances for \$200,000. Table 1 below includes the final project budget details for administering the grant. The budget includes some funding for internal staff for project management, reporting, and public involvement. The majority of the budget includes funding to hire a contractor to handle project management, reporting, public involvement, site inventory, site characterization, and cleanup planning. Since receipt of the confirmation letter, Economic Development Division staff began working with the Regional EPA Office to draft a work plan for EPA review. The draft work plan was submitted July 2, 2013, with minor budget modifications and clarifications made and

submitted August 16, 2013. On August 28, 2013, the City was issued a Cooperative Agreement for the total project cost of \$400,000 for October 1, 2013, through September 30, 2016.

**Table 1. Project Budget**

<b>Petroleum Category</b>	<b>Task 1 - Project Management &amp; Reporting</b>	<b>Task 2 - Public Involvement</b>	<b>Task 3 - Site Inventory and/or Characterization</b>	<b>Task 4 - Site Characterization &amp; Cleanup Planning</b>	<b>Category Total:</b>
Personnel	\$20,000	\$10,000	\$0	\$0	\$30,000
Fringe Benefits	\$12,600	\$0	\$0	\$0	\$12,600
Travel	\$4,000	\$0	\$0	\$0	\$4,000
Supplies	\$0	\$2,700	\$0	\$0	\$2,700
Contractual	\$15,000	\$25,400	\$267,500	\$20,000	\$327,900
Other: IGAs					
OHA	\$0	\$10,000	\$0	\$0	\$10,000
ODEQ	\$0	\$0	\$12,800	\$0	\$12,800
<b>Task Total:</b>	<b>\$51,600</b>	<b>\$48,100</b>	<b>\$280,300</b>	<b>\$20,000</b>	<b>\$400,000</b>

On October 15, 2013, the City Council approved Agenda Bill No. 13230 for the Cooperative Agreement between EPA and City of Beaverton for two \$200,000 Brownfields Assessment grants totaling \$400,000. This included a copy of the Cooperative Agreement, Work Plan, and Project Budget along with the appropriation of \$100,000 to begin the project in Fiscal Year 2013-14. The remaining \$300,000 will be appropriated as part of the Fiscal Year 2014-15 Budget.

**INFORMATION FOR CONSIDERATION:**

The Brownfields Assessment Request for Proposal (RFP) was released January 6, 2014, with a deadline of February 3, 2014. The RFP was advertised using the Daily Journal of Commerce, the Oregon Procurement Information Network (ORPIN), and the American Planning Association. Approximately 76 firms/organizations viewed and/or downloaded the RFP. A total of 11 proposals were received.

The Selection Committee included five people composed of two City staff as well as a representative from each of the following state agencies: Business Oregon, Oregon Department of Environmental Quality, and Oregon Health Authority. The Selection Committee reviewed and evaluated the proposals submitted based on the criteria outlined in the RFP. (See Exhibit 2 for scoring results.) Interviews were held with the top three applicants, and Maul Foster & Alongi was chosen for the following reasons:

- The presentation was well organized and addressed all of the questions outlined as part of the interview.
- The knowledge and experience of the team was robust and well-articulated.
- The project approach and understanding included clear examples of and specifically addressed each of the tasks within the scope of work.
- Questions about the budget and cost proposal were addressed.
- Maul Foster and Alongi, Inc., scored the highest on the evaluations for both the proposal and the interview.



**CITY OF BEAVERTON  
PROPOSALS RECEIVED**

**BROWNFIELDS ASSESSMENT PUBLIC INVOLVEMENT,  
ENVIRONMENTAL SITE CHARACTERIZATION AND CLEANUP  
PLANNING # 2864-14**

**Closing Date: 2:00 PM on February 3, 2014**

**Proposals Submitted:**

- 1. Shannon & Wilson, Inc., Lake Oswego, OR**
- 2. Cardno, Portland, OR**
- 3. Geosyntec Consultants, Portland, OR**
- 4. Maul Foster Alongi Inc., Portland, OR**
- 5. AMEC, Portland, OR**
- 6. Advanced Remediation Technologies, Inc., Canby, OR**
- 7. Terracon, Portland, OR**
- 8. Stantec, Portland, OR**
- 9. Alpha Environmental Services, Inc., Beaverton, OR**
- 10. Plateau Geoscience Group LLC, Battle Ground, WA**
- 11. Environment International Ltd., Portland, OR**

## Amy Koski

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**From:** Terry Muralt  
**Sent:** Wednesday, February 12, 2014 1:24 PM  
**To:** 'twall@maulfoster.com'; Farr, Leonard C (leonard.farr@amec.com);  
'don.clabaugh@cardno.com'; 'lryandell@terracon.com'; 'kthauck@terracon.com';  
'chris.gdak@stantec.com'; Joey Hickey (JHickey@Geosyntec.com);  
'john.mason@eiltld.net'; 'drmavis@plateaugeoscience.com';  
'info@alphaenvironmental.net'; 'advremtech@canby.com'; 'dek@shanwil.com'  
**Cc:** Amy Koski; Alma Flores  
**Subject:** Notice of Selection of Top Proposers for Brownfield Grant RFP #2864-14  
**Attachments:** Eval-Score\_ofProposals\_2864-14\_021214.pdf

Dear Proposers,

The City would like to thank each of you for submitting a proposal in response to the RFP for Brownfields Assessment Public Involvement, Environmental Site Characterization and Cleanup Planning #2864-14. The City received 11 proposals. The evaluation team, which consists of two City staff and three people from state government agencies, has completed their evaluation and would like to interview the top three proposers. These include: Maul Foster Alongi, Inc., AMEC, and Cardno. A separate email will be sent out to the top proposers by tomorrow to schedule a time for interviews to be held Tuesday, February 18th.

Attached you will find the score sheet with the total average points.

*Terry L. Muralt, CPPB*

*Purchasing Agent*

City of Beaverton

4755 SW Griffith Dr

PO Box 4755

Beaverton, OR 97076

Phone: 503-526-2229

Fax: 503-526-2490

Web Site: [www.beavertonoregon.gov](http://www.beavertonoregon.gov)

**EVALUATION MATRIX/SCORING OF PROPOSALS SUBMITTED FOR RFP #2864-14 BROWNFIELDS ASSESSMENT PUBLIC INVOLVEMENT, ENVIRONMENTAL SITE CHARACTERIZATION, AND CLEANUP PLANNING**

Ranking Instructions:	Points	Evaluation Factor:	Weight
Quality of Response		1. Signature Page	1
Excellent Response	4	2. Transmittal Letter	1
Good Response	3	3. Knowledge and Experience	8
Average Response	2	4. Project Approach and Understanding	12
Poor Response	1	5. Budget and Cost Proposal	4
No Response	0	6. In-state/Local Presence	1

**Name of Firm: Maul Foster Alongi Inc.**

Evaluation Factor	Max Points	Reviewer 1	Reviewer 2	Reviewer 3	Reviewer 4	Reviewer 5	Average
Signature Page	4	4	4	4	4	4	4
Transmittal Letter	4	4	4	4	4	4	4
Knowledge and Experience	32	31.2	32	32	32	28	31.04
Project Approach and Understanding	48	48	42	48	48	48	46.8
Budget and Cost Proposal	16	12	4	12	4	6	7.6
In-state/Local Presence	4	4	4	4	4	4	4
<b>Total Points</b>	<b>108</b>	<b>103.2</b>	<b>90</b>	<b>104</b>	<b>96</b>	<b>94</b>	<b>97.44</b>

**Name of Firm: AMEC**

Evaluation Factor	Max Points	Reviewer 1	Reviewer 2	Reviewer 3	Reviewer 4	Reviewer 5	Average
Signature Page	4	4	4	4	4	4	4
Transmittal Letter	4	4	4	4	4	4	4
Knowledge and Experience	32	32	24	32	24	32	28.8
Project Approach and Understanding	48	42	36	36	42	48	40.8
Budget and Cost Proposal	16	16	16	14	14	15	15
In-state/Local Presence	4	4	4	4	4	4	4
<b>Total Points</b>	<b>108</b>	<b>102</b>	<b>88</b>	<b>94</b>	<b>92</b>	<b>107</b>	<b>96.6</b>

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**EVALUATION MATRIX/SCORING OF PROPOSALS SUBMITTED FOR RFP #2864-14 BROWNFIELDS ASSESSMENT PUBLIC INVOLVEMENT, ENVIRONMENTAL SITE CHARACTERIZATION, AND CLEANUP PLANNING**

Name of Firm: Cardno

Evaluation Factor	Max Points	Reviewer 1	Reviewer 2	Reviewer 3	Reviewer 4	Reviewer 5	Average
Signature Page	4	4	4	4	4	4	4
Transmittal Letter	4	4	4	4	4	4	4
Knowledge and Experience	32	32	32	32	32	26	30.8
Project Approach and Understanding	48	36	36	36	36	42	37.2
Budget and Cost Proposal	16	14	16	14	14	12	14
In-state/Local Presence	4	4	4	4	4	4	4
<b>Total Points</b>	<b>108</b>	<b>94</b>	<b>96</b>	<b>94</b>	<b>94</b>	<b>92</b>	<b>94</b>

Name of Firm: Terracon

Evaluation Factor	Max Points	Reviewer 1	Reviewer 2	Reviewer 3	Reviewer 4	Reviewer 5	Average
Signature Page	4	4	4	4	4	4	4
Transmittal Letter	4	4	4	4	4	4	4
Knowledge and Experience	32	26	24	24	24	22	24
Project Approach and Understanding	48	36	24	36	36	36	33.6
Budget and Cost Proposal	16	12	8	12	12	12	11.2
In-state/Local Presence	4	4	4	4	4	4	4
<b>Total Points</b>	<b>108</b>	<b>86</b>	<b>68</b>	<b>84</b>	<b>84</b>	<b>82</b>	<b>80.8</b>

**EVALUATION MATRIX/SCORING OF PROPOSALS SUBMITTED FOR RFP #2864-14 BROWNFIELDS ASSESSMENT PUBLIC INVOLVEMENT, ENVIRONMENTAL SITE CHARACTERIZATION, AND CLEANUP PLANNING**

Name of Firm: Stantec

Evaluation Factor	Max Points	Reviewer 1	Reviewer 2	Reviewer 3	Reviewer 4	Reviewer 5	Average
Signature Page	4	4	4	4	4	4	4
Transmittal Letter	4	4	4	4	4	4	4
Knowledge and Experience	32	32	24	32	32	18	27.6
Project Approach and Understanding	48	28	24	30	24	30	27.2
Budget and Cost Proposal	16	12	12	12	12	11	11.8
In-state/Local Presence	4	4	4	4	4	4	4
<b>Total Points</b>	<b>108</b>	<b>84</b>	<b>72</b>	<b>86</b>	<b>80</b>	<b>71</b>	<b>78.6</b>

Name of Firm: Geosyntec Consultants

Evaluation Factor	Max Points	Reviewer 1	Reviewer 2	Reviewer 3	Reviewer 4	Reviewer 5	Average
Signature Page	4	4	4	4	4	4	4
Transmittal Letter	4	4	4	4	4	4	4
Knowledge and Experience	32	32	16	24	24	22	23.6
Project Approach and Understanding	48	36	24	30	30	24	28.8
Budget and Cost Proposal	16	8	4	8	4	4	5.6
In-state/Local Presence	4	4	4	4	4	4	4
<b>Total Points</b>	<b>108</b>	<b>88</b>	<b>56</b>	<b>74</b>	<b>70</b>	<b>62</b>	<b>70</b>

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**EVALUATION MATRIX/SCORING OF PROPOSALS SUBMITTED FOR RFP #2864-14 BROWNFIELDS ASSESSMENT PUBLIC INVOLVEMENT, ENVIRONMENTAL SITE CHARACTERIZATION, AND CLEANUP PLANNING**

Name of Firm: Plateau Geoscience Group LLC

Evaluation Factor	Max Points	Reviewer 1	Reviewer 2	Reviewer 3	Reviewer 4	Reviewer 5	Average
Signature Page	4	4	4	4	4	4	4
Transmittal Letter	4	4	4	4	4	4	4
Knowledge and Experience	32	16	24	24	24	12	20
Project Approach and Understanding	48	24	12	24	22.8	24	21.36
Budget and Cost Proposal	16	16	16	8	7.6	8	11.12
In-state/Local Presence	4	4	4	4	4	4	4
<b>Total Points</b>	<b>108</b>	<b>68</b>	<b>64</b>	<b>68</b>	<b>66.4</b>	<b>56</b>	<b>64.48</b>

Name of Firm: Shannon & Wilson, Inc.

Evaluation Factor	Max Points	Reviewer 1	Reviewer 2	Reviewer 3	Reviewer 4	Reviewer 5	Average
Signature Page	4	4	4	4	4	4	4
Transmittal Letter	4	4	4	4	4	4	4
Knowledge and Experience	32	24	16	16	24	16	19.2
Project Approach and Understanding	48	24	24	24	24	24	24
Budget and Cost Proposal	16	4	4	4	4	4	4
In-state/Local Presence	4	4	4	4	4	4	4
<b>Total Points</b>	<b>108</b>	<b>64</b>	<b>56</b>	<b>56</b>	<b>64</b>	<b>56</b>	<b>59.2</b>

**EVALUATION MATRIX/SCORING OF PROPOSALS SUBMITTED FOR RFP #2864-14 BROWNFIELDS ASSESSMENT PUBLIC INVOLVEMENT, ENVIRONMENTAL SITE CHARACTERIZATION, AND CLEANUP PLANNING**

Name of Firm: Alpha Environmental Services, Inc.

Evaluation Factor	Max Points	Reviewer 1	Reviewer 2	Reviewer 3	Reviewer 4	Reviewer 5	Average
Signature Page	4	4	4	4	4	4	4
Transmittal Letter	4	4	4	4	4	4	4
Knowledge and Experience	32	24	16	16	16	14	17.2
Project Approach and Understanding	48	24	24	12	24	18	20.4
Budget and Cost Proposal	16	4	4	4	4	4	4
In-state/Local Presence	4	4	4	4	4	4	4
<b>Total Points</b>	<b>108</b>	<b>64</b>	<b>56</b>	<b>44</b>	<b>56</b>	<b>48</b>	<b>53.6</b>

Name of Firm: Environmental International Ltd.

Evaluation Factor	Max Points	Reviewer 1	Reviewer 2	Reviewer 3	Reviewer 4	Reviewer 5	Average
Signature Page	4	4	4	4	4	4	4
Transmittal Letter	4	4	4	4	4	4	4
Knowledge and Experience	32	32	32	32	16	20	26.4
Project Approach and Understanding	48	0	0	0	0	0	0
Budget and Cost Proposal	16	16	16	8	12	13	13
In-state/Local Presence	4	4	4	4	4	4	4
<b>Total Points</b>	<b>108</b>	<b>60</b>	<b>60</b>	<b>52</b>	<b>40</b>	<b>45</b>	<b>51.4</b>

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**EVALUATION MATRIX/SCORING OF PROPOSALS SUBMITTED FOR RFP #2864-14 BROWNFIELDS ASSESSMENT PUBLIC INVOLVEMENT, ENVIRONMENTAL SITE CHARACTERIZATION, AND CLEANUP PLANNING**

Name of Firm: Advanced Remediation Technologies, Inc.

Evaluation Factor	Max Points	Reviewer 1	Reviewer 2	Reviewer 3	Reviewer 4	Reviewer 5	Average
Signature Page	4	4	4	4	4	4	4
Transmittal Letter	4	4	4	4	4	4	4
Knowledge and Experience	32	8	16	16	20	12	14.4
Project Approach and Understanding	48	24	12	24	18	12	18
Budget and Cost Proposal	16	4	4	4	4	4	4
In-state/Local Presence	4	4	4	4	4	4	4
<b>Total Points</b>	<b>108</b>	<b>48</b>	<b>44</b>	<b>56</b>	<b>54</b>	<b>40</b>	<b>48.4</b>

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## Amy Koski

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**From:** Terry Muralt  
**Sent:** Wednesday, February 19, 2014 12:06 PM  
**To:** twall@maulfoster.com; Farr, Leonard C (leonard.farr@amec.com); don.clabaugh@cardno.com; Jessica Czerny (jessica.czerny@cardno.com)  
**Cc:** Amy Koski; Alma Flores  
**Subject:** Notice of Intent to Award - RFP 2864-14 - Brownfields Assessment  
**Attachments:** Eval-Score\_Interview\_2864-14\_Brownfieldi\_final\_021914.pdf

Dear Top Proposers;

Thank you again for submitting a proposal for the Brownfields Assessment Public Involvement, Environmental Site Characterization and Cleanup Planning #2864-14. The City has completed its evaluation, scoring and ranking of the interviews of the top three proposals, Maul Foster & Alongi, AMEC and Cardno. The scoring for the interview phase was done from scratch, taking into account all of the information the evaluation team learned from the proposals and interviews. The evaluation team used the same criteria and relative weightings in this step of the evaluation process as it used previously to initially evaluate written proposals, except for signature page, transmittal letter and in-state/local presence.

The City of Beaverton is making a recommendation of award at the March 18, 2014 Council meeting to Maul Foster & Alongi, Inc., of Portland, Oregon because they are the highest scoring proposer for this project. Attached you will find the evaluation scoring.

Any proposer who contends it is eligible for the award of the contract and feels adversely affected or aggrieved by the City's decision, must submit to the Purchasing Agent a written protest within seven (7) calendar days from date of issuance of the Notice of Intent to Award or its protest is waived. Forward written protests by mail or email to:

Terry L. Muralt, CPPB, Purchasing Agent, [tmuralt@BeavertonOregon.gov](mailto:tmuralt@BeavertonOregon.gov)  
City of Beaverton  
Finance Department  
4755 SW Griffith Dr.  
PO Box 4755  
Beaverton OR 97076

Any written protest shall specify the grounds upon which the protest is based. Complete rules regarding protests may be found in Beaverton's Purchasing Code 47-0740 as found on [www.BeavertonOregon.gov](http://www.BeavertonOregon.gov).

If you have any questions about this Notice of Intent to Award, please contact me.

*Terry L. Muralt, CPPB*  
*Purchasing Agent*  
City of Beaverton  
4755 SW Griffith Dr  
PO Box 4755  
Beaverton, OR 97076  
Phone: 503-526-2229  
Fax: 503-526-2490  
Web Site: [www.beavertonoregon.gov](http://www.beavertonoregon.gov)

**EVALUATION MATRIX/SCORING OF INTERVIEWS - RFP #2864-14 BROWNFIELDS ASSESSMENT PUBLIC INVOLVEMENT, ENVIRONMENTAL SITE CHARACTERIZATION, AND CLEANUP PLANNING**

Name of Firm: Maul Foster Alongi

Evaluation Factor	Max Points	Reviewer 1	Reviewer 2	Reviewer 3	Reviewer 4	Reviewer 5	Average
Signature Page	4						
Transmittal Letter	4						
Knowledge and Experience	32	30	32	32	32	30	31.2
Project Approach and Understanding	48	46	48	48	48	48	47.6
Budget and Cost Proposal	16	16	16	16	16	16	16
In-state/Local Presence	4						
<b>Total Points</b>	<b>96</b>	<b>92</b>	<b>96</b>	<b>96</b>	<b>96</b>	<b>94</b>	<b>94.8</b>

Name of Firm: AMEC

Evaluation Factor	Max Points	Reviewer 1	Reviewer 2	Reviewer 3	Reviewer 4	Reviewer 5	Average
Signature Page	4						
Transmittal Letter	4						
Knowledge and Experience	32	30	32	32	32	32	31.6
Project Approach and Understanding	48	36	36	36	42	44	38.8
Budget and Cost Proposal	16	16	16	16	16	16	16
In-state/Local Presence	4						
<b>Total Points</b>	<b>96</b>	<b>82</b>	<b>84</b>	<b>84</b>	<b>90</b>	<b>92</b>	<b>86.4</b>

Name of Firm: Cardno

Evaluation Factor	Max Points	Reviewer 1	Reviewer 2	Reviewer 3	Reviewer 4	Reviewer 5	Average
Signature Page	4						
Transmittal Letter	4						
Knowledge and Experience	32	16	8	16	16	8	12.8
Project Approach and Understanding	48	12	12	12	12	12	12
Budget and Cost Proposal	16	16	16	16	16	16	16
In-state/Local Presence	4						
<b>Total Points</b>	<b>96</b>	<b>44</b>	<b>36</b>	<b>44</b>	<b>44</b>	<b>36</b>	<b>40.8</b>