

Date: December 14, 2016

To: Board of Directors

From: Neil McFarlane *Neil McFarlane*

Subject: **RESOLUTION 16-12-68 OF THE TRI-COUNTY METROPOLITAN TRANSPORTATION DISTRICT OF OREGON (TRIMET) AUTHORIZING A CONTRACT WITH NRC ENVIRONMENTAL SERVICES INC. FOR VACUUM TRUCK SERVICES**

1. Purpose of Item

The purpose of this item is to request that the TriMet Board of Directors (Board) authorize the General Manager to execute a contract with NRC Environmental Services Inc. for vacuum truck services (Services) to remove and dispose of non-hazardous wastewater and sludge at various TriMet facilities, transit centers, and park and ride lots.

2. Type of Agenda Item

- Initial Contract
- Contract Modification
- Other _____

3. Reason for Board Action

Board approval is required for goods and services contracts obligating TriMet to pay in excess of \$500,000.

4. Type of Action:

- Resolution
- Ordinance 1st Reading
- Ordinance 2nd Reading
- Other _____

5. Background

TriMet performs certain maintenance activities at its garages, such as vehicle washing, that generates oily wastewater and solids that must be removed. Additionally, TriMet facilities, park and ride lots, and transit centers have catch basins and filtering treatment systems that also must be cleaned out.

The Oregon Department of Environmental Quality (DEQ) and other local jurisdictions have issued TriMet industrial wastewater and stormwater permits to allow TriMet to discharge treated water into the sanitary sewer and storm systems, provided that TriMet does not exceed the maximum limits established in the permits. Accordingly, it is important for TriMet to regularly clean the oil/water separators, sumps, and catch basins at its facilities to meet the permit requirements and keep the stormwater clean. TriMet’s annual requirement for these services has increased significantly since the last solicitation, given the expansion of TriMet’s system with completion of the Orange line and acquisition of new facilities (e.g. Ruby Junction “Hughes” building).

6. Procurement Process

TriMet issued a Request for Proposals (RFP) for these Services on October 10, 2016. The RFP sought firms with the necessary environmental services experience and capacity of a similar nature and scale to TriMet’s needs. Four proposals were received in response to the RFP from Environmental Business Solutions, Inc. (EBS), Iron Horse Group (IHG), NRC Environmental Services, Inc. (NRC), and River City Environmental, Inc.

An evaluation committee (EC) was appointed to review and evaluate the proposals, which was comprised of staff from TriMet’s Safety, Security and Environmental Services and Operations divisions. The evaluation criteria in the RFP included experience and qualifications of the firm, key staff and a diversity program as well as a work plan for performing the Services. After completing the initial technical review, the EC determined that three of the four firms demonstrated the requisite technical capability to perform the Services and opened pricing for those three firms. The full scores for the three firms were as follows:

Criteria (possible points)	EBS	IHG	NRC
Qualifications of firm, staff and diversity program (25 points)	23	22	23
Work Plan (40 points)	35	34	34
Total Technical (65 points)	58	56	57
5 yr Estimated Price	\$1,646,625	\$2,577,265	\$1,033,635
Price Score (35 points)	22	14	35
Total	80	70	92

The EC was unanimous in recommending an award to NRC as the highest scored proposer, especially as it offered the lowest pricing.

This Resolution authorizes TriMet to contract with NRC for a term of one year with four additional one-year options, with an estimated base cost for the first year of \$206,727.00 and a total estimated amount over the five year term of \$1,033,635.00. The contract will allow price adjustments on an annual basis, but the percentage will be capped at the Portland area Consumer Price Index. The total contract price will be based on TriMet’s actual requirements and quantities of waste generated during the contract term.

7. **Diversity**

NRC will self-perform all of the Services. The local office is 18% minority and 6% women. In addition, the firm partners with Oregon Tradeswomen (OT) to encourage participation of women in the environmental services field, including providing 40-hour Hazwoper training to OT members. NRC has hired a graduate of the Oregon Tradeswomen program as a hazardous materials technician. Additionally, NRC will dispose of the waste materials at an environmentally compliant disposal/recycling facility named Stormwater Recycling, which is a veteran owned business.

8. **Financial/Budget Impact**

Vacuum truck services are budgeted as an element of the FY2017 Environmental Services Department's operating budget. The contract dollar amount is within budget.

9. **Impact if Not Approved**

If this Resolution is not approved, TriMet would need to quickly conduct a new RFP process for these essential and environmentally sensitive services. However, TriMet received a good response to this RFP process. Advertising for the Services a second time is unlikely to lead to a more favorable result. Furthermore, NRC is well qualified and well situated to handle TriMet's increased requirements and perform these services at a favorable price.

RESOLUTION 16-12-68

RESOLUTION OF THE TRI-COUNTY METROPOLITAN TRANSPORTATION DISTRICT OF OREGON (TRIMET) AUTHORIZING A CONTRACT WITH NRC ENVIRONMENTAL SERVICES INC. FOR VACUUM TRUCK SERVICES

WHEREAS, TriMet has authority under ORS 267.200 to enter into a contract with NRC Environmental Services Inc. for vacuum truck services (Contract); and

WHEREAS, the total amount of the Contract shall exceed \$500,000; and

WHEREAS, the TriMet Board of Directors (Board), by Resolution dated November 25, 2009, adopted a Statement of Policies requiring the Board to approve goods and services contracts obligating TriMet to pay in excess of \$500,000;

NOW, THEREFORE, BE IT RESOLVED:

1. That the Contract shall be in conformance with applicable laws.
2. That the General Manager is authorized to execute the Contract.

Dated: December 14, 2016

Presiding Officer

Attest:

Recording Secretary

Approved as to Legal Sufficiency:



Legal Department