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Staff Report

Date: June 28, 2016

To: City Council

From: Valerie J. Barone, City Manager

Reviewed by: Victoria Walker, Director of Community and Economic Development

Prepared by: Kevin Marstall, Storm Water Manager
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(925) 671-3257

Subject: **Considering award of contract in the amount of \$65,000 to Revel Environmental Manufacturing, Inc. of Concord for the supply and installation of 135 full trash capture devices for the Full Trash Capture Devices Project, Request for Quote (RFQ) No. 2353, authorizing staff to utilize the available project contingency for contract change orders up to 10% of the contract amount, and authorizing the City Manager to execute the contract in a form acceptable to the City Attorney (Storm Water Program).**

This Project qualifies for a Categorical Exemption pursuant to the California Environmental Quality Act Guidelines Section 15301 – Existing Facilities and 15308 – Actions taken by Regulatory Agencies for Protection of the Environment.

Report in Brief

The acquisition and installation of Full Trash Capture Devices Project (RFQ No. 2353) will install 135 full trash capture devices into existing public storm drains and appurtenances, primarily along the Clayton Road and Monument Boulevard corridors. Revel Environmental Manufacturing, Inc. (REM, Inc.), of Concord, provided the lowest quote in response to RFQ No. 2353. The project quote documents included a bid price of \$43,400 for the acquisition and \$21,600 for the installation of 135 full trash capture devices within existing City-owned storm drain catch basins and inlets. The total proposed contract amount with REM, Inc. is \$65,000. If approved by the City Council, project construction is anticipated to begin in early July 2016 and be completed in September 2016.

City Council Agenda Report

Considering award of contract in the amount of \$65,000 to Revel Environmental Manufacturing, Inc. of Concord for the supply and installation of 135 full trash capture devices for the Full Trash Capture Devices Project, Request for Quote (RFQ) No. 2353 (Storm Water Program)
June 28, 2016

Recommended Action

Staff recommends that the City Council award a contract in the amount of \$65,000 to Revel Environmental Manufacturing, Inc. of Concord for the supply and installation of 135 full trash capture devices for the Full Trash Capture Devices Project, Request for Quote (RFQ) No. 2353, authorize staff to utilize the available project contingency for contract change orders up to 10% of the contract amount, and authorize the City Manager to execute the contract in a form acceptable to the City Attorney.

Background

The Regional Water Quality Control Board (Regional Board) sets certain milestones for trash load reduction into receiving waters through the Municipal Regional Permit (MRP). Under the MRP, these milestones include a 70% trash load reduction from 2009 baseline levels by July 1, 2017, and a 100% reduction in trash load by July 1, 2022. In addition to the 70% reduction milestone to be achieved by July 1, 2017, the MRP adopted in November 2015 added an interim performance metric requiring Permittees, such as the City of Concord, to demonstrate a 60% reduction by July 1, 2016. Though not a mandatory deadline, Permittees that do not meet the 60% performance guideline must submit documentation of a plan and schedule of implementation of additional trash load reduction control actions that will attain the 70% reduction by the July 1, 2017 deadline.

In anticipation of comments from the Regional Board, the City's FY 2014-2015 Annual Storm Water Report (Annual Report) included narrative describing the City's efforts to improve the level of trash reduction. The Annual Report noted that, included in the FY 2015-16 and FY 2016-17 Storm Water Fund operating budget, the City Council had approved an allotment of \$150,000 per year for the purchase and installation of between 100-150 additional trash capture devices. This information was intended to demonstrate to the Regional Board that the City of Concord is being proactive in addressing this issue. It was estimated that these planned trash capture device installations in the first year would yield an approximate additional trash load reduction of 20%, and a slightly lower yield in the second year.

On January 11, 2016, staff presented a report to the City Council Infrastructure and Franchise Committee (Committee) describing the City's deficiency in attaining trash capture goals required by the MRP as documented in the City's Annual Report. The report noted that the City had achieved a trash load reduction of 33% from the 2009 baseline level, which was below the 40% reduction prescribed for June 30, 2014. At that time, staff sought direction from the Committee regarding three (3) potential strategies for meeting the 60% trash generation rate reduction prescribed by June 30, 2016. One of the options recommended by the Committee was the acquisition and installation of additional full trash capture devices. The proposed Acquisition and

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June 28, 2016

Installation contract with Revel Environmental Manufacturing, Inc. of Concord will enable the City to implement this recommendation by the Committee and improve the level of trash load reduction within the City consistent with the MRP.

Analysis

Through an analysis of the trash generation management areas, City staff along with the City's Storm Water program consultant identified the corridors in which the City's trash generation rate could be most effectively reduced with the installation of trash capture devices. Clayton Road and Monument Boulevard were identified as high trash generation areas that could be effectively targeted with installations of full trash capture devices to reduce trash loading into the City's storm drain system.

The initial study of the City's storm drain system resulted in an estimate that 85 devices at strategic locations might accomplish the desired reduction. However, upon field verification and consultation with Public Works staff regarding functionality and maintenance concerns, the number of devices required was increased to an estimated 150.

Based on the estimated figure above, a Request for Quote was solicited from three (3) manufacturers of full trash capture devices within existing City storm drain systems, identified with the assistance of the City's consultant to the Contra Costa Clean Water program as having successful installations within the jurisdictions of fellow Permittees.

While the final percentage trash reduction achieved by this project cannot be calculated until Countywide mapping updates are completed through the Contra Costa Clean Water Program, it is anticipated that the installation of these 135 full trash capture devices will bring the City of Concord's trash generation rate reduction to nearly 60%, and a second programmed installation as part of the 2016-2017 CIP will achieve the required additional trash generation rate reduction to 70% by the mandated June 30, 2017 deadline.

Procurement Process

The basis of award for this project is the Total Cost submitted by each respective full trash capture device manufacturer, in response to the RFQ No. 2353. Three quotes were received in the amounts of \$65,000.00, \$75,826.05, and \$214,350, as shown on the Summary of Quotes (Attachment 2). REM, Inc. was the low bidder and submitted a responsible and responsive quote in the total amount of \$65,000.

Staff contacted the low bidder to obtain confirmation of their bid amount. REM, Inc. confirmed that they are ready to perform the work as bid. Staff has completed its analysis of REM, Inc.'s bid, determining that they: possess an appropriate and valid contractor's license; is not on any debarred list; they are registered with the Department

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of Industrial Relations as required by SB 854; have satisfactory references and are experienced in the construction of similar projects.

Environmental Review

This project is categorically exempt from further review under the provisions of the California Environmental Quality Act (CEQA) under CEQA Guidelines Sections 15301 - Existing Facilities and 15308 – Actions taken by Regulatory Agencies for Protection of the Environment.

Financial Impact

Sufficient funding for this contract is available in the FY2015-2016 Storm Water Program budget. The new trash capture devices will create additional maintenance responsibilities for the Public Works Department. At this time, staff anticipates being able to maintain them with existing staff and equipment; however, this will be monitored and evaluated after implementation.

Public Contact

The City Council Agenda was posted.

Attachments

1. Location Map
2. Summary of Quotes
3. Professional Services Agreement



Printing Date: May 26, 2011
 File: S:\Data\concordarc_projects\utilites\storm_drain_new\300.mxd

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City Limit Parcel Easment Retail Schools Freeway Water Features Parks

Symbols
 PIPE ABOVE GROUND COLLECTOR INLET MNHOLE PIPEJN

0 150 300 600 Feet
 City of Concord Storm Drain
 Note: Storm Drain lines on this map have only been partially updated and should be verified before making decisions based on this data.
 J44 of 13



Printing Date: May 27, 2011
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City Limit Parcel Easment Retail Schools Freeway Water Features Parks

Symbols

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0 150 300 600 Feet



City of Concord Storm Drain

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J16

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1557000

City Limit

Parcel

Easment

Retail

Schools

Freeway

Water Features

Parks

Symbols

PIPE

ABOVE GROUND COLLECTOR

INLET

MNHOLE

PIPEJN

0

150

300

600

Feet



City of Concord Storm Drain

Note: Storm Drain lines on this map have only been partially updated and should be verified before making decisions based on this data.

K14



Printing Date: May 27, 2011
 File: S:\data\concord\proj\storm\utilities\storm_drain_new300.mxd

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City Limit
 Parcel
 Easment
 Retail
 Schools
 Freeway
 Water Features
 Parks

PIPE
 ABOVE GROUND COLLECTOR
 INLET
 MN-HOLE
 PIPE-LN

0 150 300 600 Feet



ATTACHMENT 2

| |
|--|
| For Purchasing Only: Vendor: _____ PO#: _____ Requisition#: _____ |
|--|



INFORMAL BID/QUOTE SUMMARY FORM

Use this form for purchases \$10,001 - \$50,000

FOR PROJECT: Acquisition and Installation of Full Trash Capture Devices

In accordance with Municipal Code-Title 3-Chapter 3.10, Resolution 11-77, and all appropriate administrative directives and policies and procedures, the following submittal is required.

1. Bid/Quotes Received: (Attach written or documented oral quotes.)

[Important Note: Solicited vendors should be notified in the 'Request for Quotes' the Purchase Order (PO) terms and conditions if selected.]

A. Vendor Name: Revel Environmental Manufacturing, Inc.

Contact Name and Contact Information (include email): Marcel Sloane, Regional Manager, (925) 676-4736, marcel@remfilters.com

Total Quote: \$65,000.00

Check if applicable:

Local Preference (5%)**: \$ _____ (Quote with 5% preference)

B. Vendor Name: United Storm Water, Inc.

Contact Name and Contact Information (include email): Daniel C. Perry, Vice President, (626) 961-9326, dan_p@unitedpumping.com

Total Quote: \$75,826.05

Check if applicable:

Local Preference (5%)**: \$ _____ (Quote with 5% preference)

C. Vendor Name: StormTek

Contact Name and Contact Information (include email): Octavio Lugo, (424) 443-3119, octavio@stormtekcps.com

Total Quote: \$214,350

Check if applicable:

Local Preference (5%)**: \$ _____ (Quote with 5% preference)

2. Recommended for Award:

Vendor: Revel Environmental Manufacturing, Inc.

* Prevailing Wage Requirements: (Public projects) See 'Labor Compliance Requirements' document for Contractors and 'Instructions for All Project Managers Responsible for Prevailing Wage-Public Works Projects'

ATTACHMENT 2

*** Local Preference of 5% is only applicable up to \$100K.*

ATTACHMENT 2

(Informal Bid/Quote Summary, continued)

Did the awarded vendor provided the lowest quote? Yes X No _____

If No, please explain why the above vendor was selected and why their quote is 'of best value' to the City:

CHECKLIST: Please make sure the following are submitted along with this completed form in order for a Purchase Order to be processed timely:

A. Requisition

Requisition Number: _____
(Requisition must be entered into the Lawson Purchasing System)

B. Prior Review and Approval:

(Required authorization for applicable items must be approved in system)

- Printing: (see AD No. 20): N/A
- IT-Type Purchase (See AD No. 7): N/A
- Other _____ N/A

C. W-9 Form-New Vendor (if not in our system):

- Completed W-9 attached
- N/A

D. Insurance

- Insurance with Additional Insured certificate on file
- N/A

E. Contract

- Contract No.: _____ (Indicate Contract # if one exists.)
- N/A

F. Quote(s)

- Quote(s) attached: Attach submitted quotes and any other supporting documents.
(Preferably on Request For Quote Form provided by Purchasing Department.)

G. Prevailing Wage Requirements

- Check box if Prevailing Wage Requirements* apply. (Public Projects)
- N/A

3. Award:

Department Head Signature: _____

Print Name: _____ Date: _____

(Please return the completed & signed copy to Purchasing via email Debbie.wellnitz@cityofconcord.org)

* * * * *

For Purchasing Use Only:

Purchase Order Number: _____ Issued: _____

* Prevailing Wage Requirements: (Public projects) See 'Labor Compliance Requirements' document for Contractors and 'Instructions for All Project Managers Responsible for Prevailing Wage-Public Works Projects'

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