

TO: Peggy V. Allen, Associate Director, Public Works – Roads and Drainage

FROM: Kyheem Bristol, Procurement Agent, Team A

SUBJECT: ITB No. 22-101501 Professional Inspection Services for Public Works (Annual Contract with 2 Options to Renew)

DATE: August 8, 2022

It is requested that you do the following:

1. Please review the attached bids associated with the above referenced solicitation and provide your award recommendation. You are looking for the lowest, responsive and responsible bidder. Your review should ensure that you are confident that your recommended supplier(s) can in fact provide the goods and services required.
2. Please provide the following information in the space provided on page two:
 - a. Specific justification why in your professional opinion the recommended vendor should be awarded the contract.
 - b. Advise of any problems in connection with the selected vendor(s), if any exist.
 - c. If you find bidders who offer lower prices than your recommended supplier(s), then you must provide specific justification why they are either non-responsive* (did not follow the instructions found in the solicitation) or non-responsible** (not able to perform/deliver as minimally required according to the scope of work found in the solicitation).

**Note – The Department of Purchasing and Contracting is ultimately responsible in determining if a bidder is non-responsive, but input/feedback from the user department is always important to us.*

***Note – The user department and the Department of Purchasing and Contracting must mutually agree before determining if a bidder is non-responsible.*

3. Return required documents within **ten (10)** business days.

If you have any questions, please contact me at kbristol@dekalbcountyga.gov.

ITB No.: ITB No. 22-101501 Professional Inspection Services for Public Works
(Annual Contract with 2 Options to Renew)

User Department's Recommendation

User Department Name: Public Works – Roads & Drainage Div.

Recommended Bidder(s): (below) meets our approval.

Amount Spent on Previous Contract: \$1,870,295.23

Name of Fund: Stormwater Mgmt. Operating

Project Amount This Term: \$2,505,000.00

Funding:

General ☐ **Enterprise** ☒

3 Digit Fund Code: 581

CIP Line Item No. (if applicable): N/A

Justification:

1. Atlas Technical Consultants, LLC	\$ 1,500,000.00
2. International Design Services, Inc., d/b/a IDS Global	\$ 660,000.00
3. Terminus Land Surveying & Services, LLC	\$ 345,000.00
TOTAL	\$ 2,505,000.00

The County is required every year to inspect its 149,000 MS4 items in the infrastructure inventory and over 999,500 linear feet of conveyances. MS4 inventory includes catch basins, detentions pond, pipe, ditches, etc. Per State EPD/NPDES Permit requirements, R&D must annually inspect 20% of the County's MS4 inventory; that is 30,000 inspections/year.

Also, the County is required to meet NPDES requirements and to reduce the drainage inspection queue and backlog. R&D cannot solely complete the task. Outside contractors are needed in order to meet these requirements and remain in compliance. We anticipate assigning additional inspections to the existing contractors who will have to bring on additional resources and subsequent additional costs per Covid restrictions to complete the task. It is imperative to complete the task; and all prices have surged.

Peggy Allen, DDPW

Name, Title
Date

Peggy Allen

Department Director
Date

Digitally signed by Peggy
Allen
Date: 2022.12.06
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