

Agenda Report

September 9, 2002

TO: City Council

FROM: City Manager

SUBJECT: Authorization for the City Manager to Enter into a Contract with Kennedy/Jenks Consultants to Conduct a Vulnerability Assessment, Review and Update the Emergency Response Plans, and Prepare Plans and Designs for Security Improvements for the Water Division

RECOMMENDATION

It is recommended that the City Council:

1. Authorize the City Manager to enter into a contract with Kennedy/Jenks Consultants in an amount not to exceed \$137,640 for the purpose of conducting a Vulnerability Assessment, reviewing and updating the Emergency Response Plans, and preparing Plans and Designs for Security Improvements for the Water Division. Competitive Bidding is not required pursuant to City Charter Section 1002(H), Contracts with Other Governmental Entities' Contractors Exempt from Competitive Bidding.
2. Grant the proposed contract an exemption from the competitive selection process of the Competitive Bidding and Purchasing Ordinance pursuant to Section 4.08.049(B), contracts for which the City's best interests are served.

BACKGROUND

On March 28, 2002, the U.S. Environmental Protection Agency (EPA) requested applications for federal grants to conduct Vulnerability Assessments, Emergency Response Plans, and Security Enhancement Plans and Designs at large drinking water utilities. On April 22, 2002, the City Council authorized the General Manager to apply for the grant, and on July 3, 2002 PWP was approved for a \$115,000 grant. Similar grants were also approved for both Burbank Water and Power (Burbank), and Glendale Water and Power (Glendale).

On June 12, 2002, President Bush signed into law the Public Health Security and Bioterrorism Preparedness and Response Act of 2002 (H.R. 3448). The law requires

that drinking water systems, serving populations of 100,000 or more, certify to the EPA that it has completed a Vulnerability Assessment and submit a written copy of its findings by March 31, 2003. In addition to conducting the Vulnerability Assessment, water systems serving a population of more than 3,300 must prepare an Emergency Response Plan that reflects the results of the assessment. Within six months of completing its Vulnerability Assessment, each system must certify to the EPA that it has formulated an Emergency Response Plan.

In response to the new law and the recently approved federal grants that Pasadena, Burbank, and Glendale received, the three cities issued a joint request for proposal to consulting firms. The intent of combining efforts was to maximize the working knowledge that all three cities share in common, thereby reducing the cost burden to each city, increase the cities' bargaining power, since the contract will be awarded to a single consulting firm, and to accomplish as much follow-up work as possible within the grant funding. The City of Glendale was the administrator of the RFP and sixteen engineering and security consulting firms were sent RFPs. Of those that received RFPs, eight responded. The proposals were evaluated using criteria set forth in the RFP by a review panel consisting of staff from each city and Kennedy/Jenks was unanimously selected. The total points scored for these firms based on PWP's evaluation are as follows:

Weight Factor	Criteria (Maximum Possible 10 Points)			Total Weighted Points (10 Maximum)
	50%	25%	25%	
Consulting Firm	Proposal	Firm Qualifications	Staff Experience	
Kennedy/Jenks Consultants	10	10	10	10.0
Pinkerton Consulting & Investigations, Inc	9	9	10	9.25
McGuire Environmental Consultants, Inc	7	7	9	7.5
Burns & McDonnell	6	8	8	7.0
JRB Associates	7	5	8	6.75
Bookman-Edmonston	5	7	7	6.0
HDR Engineers, Inc.	2	9	10	5.75
Tracer Environmental Sciences Technology, Inc.	7	2	2	4.5

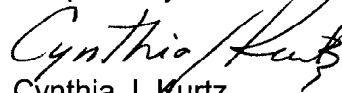
Kennedy/Jenks' proposal is for \$114,700 which includes the cost to conduct the Vulnerability Assessment, review and update the Emergency Response Plans, and prepare Plans and Designs for Security Improvements.

The Vulnerability Assessment must be completed prior to the Emergency Response Plans and Security Improvements because the findings and recommendations identified in the assessment serve as basic functions for the other two. In order for the consulting firms to submit cost proposals to review and update the Emergency Response Plans, and prepare Plans and Designs for Security Improvements, they had to assume certain conditions exist in the water system, which may later prove to be incorrect resulting in greater cost. Also, due to the uncertainty in the findings and recommendations that will be later identified in the Vulnerability Assessment, PWP is requesting a contingency of 20% to provide funding for any necessary change orders.

FISCAL IMPACT

With the approval of the \$115,000 EPA grant funding, the City's portion of the \$137,640 contract amount is \$22,640, which is budgeted in the Capital Improvement Program 1054, Facility Security System. The security grant issued by the EPA has no matching fund requirement.

Respectfully submitted,



Cynthia J. Kurtz
City Manager

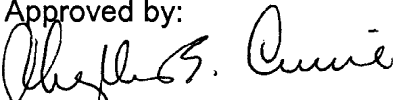
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