

March 25, 2014

MEMORANDUM TO THE TRUSTEES

FROM THE PRESIDENT and CHIEF EXECUTIVE OFFICER

SUBJECT: Procurement (Services) Contract – Environmental Health and Safety Oversight Services for the South East New York Region –Contract Awards

SUMMARY

The Trustees are requested to approve the award of contracts to TSI-Turtle Services (“TSI”) of Linden, NJ and TRC Engineers (“TRC”), Inc., of New York, NY for Environmental Health and Safety (“EHS”) Oversight Services to cover all nine sites in the South East New York Region (“SENY”), for a term of up to five years and an aggregate total of \$3million.

BACKGROUND

Section 2879 of the Public Authorities Law and the Authority’s Guidelines for Procurement Contracts require the Trustees’ approval for procurement contracts involving services to be rendered for a period in excess of one year.

The Authority’s Expenditure Authorization Procedures (“EAPs”) require the Trustees’ approval for the award of personal services contracts in excess of \$1million if low bidder, or \$500,000 if sole-source, single-source or non-low bidder.

In order to supplement existing resources and ensure the proper implementation of planned, emergent and on-going projects, EHS oversight services are required to provide support for non-recurring O&M and Capital project activities. EHS services will include providing project oversight for enforcement, compliance with the Authority’s EHS guidelines and Occupational Safety and Health Administration (“OSHA”) standards. The Authority awarded a one-year contract in 2012 for EHS Oversight services which expired in June 2013. As such, a new contract is required to supplement this need and to ensure that the SENY sites have adequate coverage. Past experience has shown that an award to multiple firms allows for a broader selection and availability of skilled personnel to support multiple projects and it is also effective to award them as multi-year contracts.

EVALUATION

In response to the Authority’s Request for Proposals (Q13-5552MC) advertised in the New York State *Contract Reporter* on November 20, 2013, ten proposals were received on December 11, 2013.

A complete bid review and analysis was conducted by the Authority's Project Management, Environmental Health and Safety, and Procurement staff. Six evaluation categories were established and scored: compensation hourly rate, qualifications, experience, proposal execution and Authority experience. Based on the evaluation criteria, TSI and TRC were the top two evaluated firms. Additionally, both firms are within reasonable location/proximity to support all SENY sites.

TSI and TRC have relevant and good experience in the power and utility industry; successful track records implementing projects of various dollar value, duration and complexity; experience working with all levels of government; and a successful track record with the Authority. TSI and TRC have been in business for 23 and 43 years, respectively. Both firms are in good financial standing as confirmed by the Authority's Procurement Department and reported by the verified references.

Based on the review of the proposals, evaluation criteria and reference checks, staff recommends that the contract for EHS services be awarded to TSI and TRC. Services under these contracts will be provided on an as-needed basis and/or availability, using the hourly rates for a term of up to five years.

RECOMMENDATION

The Senior Vice President and Chief Engineer – Operations Support Services, the Vice President – Engineering, the Acting Vice President – Project Management, the Acting Vice President – Procurement and the Regional Manager – SENY recommend that the Trustees approve the award of five-year contracts to TSI-Turtle Services of Linden, NJ and TRC Engineers, Inc., of New York, NY for an aggregate total of \$3million to provide Environmental Health and Safety Oversight Services for the Authority's Southeast New York Region.

For the reasons stated, I recommend the approval of the above-requested action by adoption of the resolution below.

Gil C. Quiniones
President and Chief Executive Officer

RESOLUTION

RESOLVED, That pursuant to the Guidelines for Procurement Contracts adopted by the Authority, approval is hereby granted to award contracts to TSI-Turtle Services of Linden, New Jersey and TRC Engineers, Inc. of New York, New York, for a term of up to five years and the aggregate total amount of \$3million for Environmental Health and Safety Oversight Services for the Authority's Southeast New York Region as recommended in the foregoing memorandum of the President and Chief Executive Officer and set forth below:

Contractor

Contract Approval

TSI-Turtle Services
Linden, New Jersey
(Q13-5552MC)

\$3,000,000
(aggregate total)

TRC Engineers, Inc.
New York, New York
(Q13-5552MC)

AND BE IT FURTHER RESOLVED, That the Chairman, the Vice Chair, the President and Chief Executive Officer, the Chief Operating Officer and all other officers of the Authority are, and each of them hereby is, authorized on behalf of the Authority to do any and all things and take any and all actions and execute and deliver any and all agreements, certificates and other documents to effectuate the foregoing resolution, subject to the approval of the form thereof by the Executive Vice President and General Counsel.