

May 21, 2013

MEMORANDUM TO THE TRUSTEES

FROM THE PRESIDENT and CHIEF EXECUTIVE OFFICER

SUBJECT: Transmission Rights-of-Way Vegetation Inventory Services – Contract Award

SUMMARY

The Trustees are requested to approve the award and funding of a four-year contract in the amount of \$1,250,000 to Gomez & Sullivan Engineers, P.C. of Williamsville, New York for the provision of Transmission Rights-of-Way Vegetation Inventory Services.

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 non-personal services, construction, equipment purchase or non-procurement contracts in excess of \$3 million, as well as personal services contracts in excess of \$1 million if low bidder, or \$500,000 if sole-source or non-low bidder.

DISCUSSION

Since 1999, the Authority has developed a comprehensive Geographic Information System ("GIS") database for its overhead transmission line system. Data on vegetation structure and composition, land use, foreign utilities, maintenance issues and other features have been collected along the Authority's right-of-way corridors using pen-top computers and field portable GIS. The Authority requires annual inventories for the portions of its transmission system that it plans to have treated for vegetation management the following year, as part of its Integrated Vegetation Management program which operates on a four-year treatment cycle. Since the existing contract for such services is expiring, and the need for these services is ongoing, staff prepared a new Request for Proposals (Q13-5405JM).

To that end, the Authority issued an advertisement in the New York State *Contract Reporter* and bid packages were available as of January 28, 2013. Fifty-two (52) companies downloaded the bid documents via the Authority's Web site. Six proposals were received and were evaluated using technical expertise, experience, ability to prosecute the work, and cost as the criteria, as further set forth in the Award Recommendation documents. This analysis was performed by an evaluation committee comprised of staff from Real Estate, Transmission, Environmental, and Procurement. Based on its qualifications, experience, ability to perform such work and responsiveness to the Authority's specifications, as well as pricing, staff recommends the award of a contract to the lowest bidder, **Gomez & Sullivan Engineers, P.C.**

("G&S"), which was also determined to be the most technically qualified to perform such transmission line right-of-way vegetation inventory services and has provided satisfactory service under the existing contract for such work. The contract would become effective on June 1, 2013 for an intended term of up to four years (to be released annually), subject to the Trustees' approval, which is hereby requested. Approval is also requested for the total estimated amount expected to be expended for the term of the contract, \$1,250,000.

The term of this contract will be more than one year; therefore, the Trustees' approval is required. This contract contains provisions allowing the Authority to terminate the services for the Authority's convenience, without liability other than paying for acceptable services rendered to the effective date of termination. This contract award does not obligate the Authority to a specific level of personnel resources or expenditures.

FISCAL INFORMATION

Funds required to support this contract have been included in the 2013 Approved O&M Budget. Funds for subsequent years, where applicable, will be included in the budget submittals for those years. Payment will be made from the Operating Fund.

RECOMMENDATION

The Senior Vice President – Corporate Support Services, the Vice President – Procurement, the Vice President – Transmission and the Director – Real Estate recommend that the Trustees approve the award and funding of a four-year contract in the amount of \$1,250,000 to Gomez & Sullivan Engineers, P.C. of Williamsville, New York for the provision of Transmission Rights-of-Way Vegetation Inventory Services.

For the reasons stated, I recommend the approval of the above-requested action by adoption of a resolution in the form of the attached draft resolution.

Gil C. Quiniones
President and Chief Executive Officer

Att.
Transmission ROW
Vegetation Inventory

RESOLUTION

RESOLVED, That pursuant to the Guidelines for Procurement Contracts adopted by the Authority, approval is hereby granted to award a four-year contract in the amount of \$1,250,000 to Gomez & Sullivan Engineers, P.C. of Williamsville, New York for the provision of Transmission Rights-of-Way Vegetation Inventory Services, as recommended in the attached memorandum of the President and Chief Executive Officer;

Contractor

Gomez & Sullivan Engineers, P.C.
Williamsville, N.Y.

Contract Approval

\$ 1,250,000

AND BE IT FURTHER RESOLVED, That the Chairman, the Vice Chairman, 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, 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.