



Topic: **Reservoir Committee Agenda Item 6-2**      **2018 Nov 16**

Subject: **Evaluation Panel’s Recommendation – Service Area B – Project Controls**

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**Requested Action:**

Consider approval of a recommendation to the Sites Project Authority Board of Directors to accept the evaluation panel’s selection of Brown and Caldwell for Service Area B – Project Controls.

**Detailed Description/Background:**

The Authority solicited Statements of Qualifications (SOQ) in support of Service Area B – Project Controls. SOQs were submitted by Brown & Caldwell, Hallmark Group and HDR. The Evaluation Panel, advisors and staff reviewed and evaluated the SOQs in detail. Based on those evaluations Brown & Caldwell and HDR were invited to interview with the Evaluation Panel and present their qualifications, staff and approach.

On November 6, 2018, each respondent made separate presentations and answered questions posed by the Evaluation Panel. Each respondent was provided with equivalent time for their presentation. After the interviews, the Evaluation Panel discussed the merits of each submitter’s presentation and SOQ.

**Recommendation**

Based on the evaluations of the submitted SOQs and the interviews, the Evaluation Panel unanimously recommends the Reservoir Project Committee and Sites Project Authority each authorize staff to enter into discussions with Brown & Caldwell for a contract to support the Authority and Committee in the Project Controls Service Area.

**Ad Hoc Selection Panel:**

- Chair, Jamie Traynham – Davis Water District
- Steve Hartwig – City of American Canyon
- Bod Tincher – San Bernardino Valley Municipal Water District
- Bill Vanderwall – RD 108 & Dunnigan Water District

**Selection Panel Advisors:**

- Vick Kyotani – Sacramento Regional Sanitation District

**Sites Staff assisting the Selection Panel:**

- Jim Watson, Joe Trapasso, Kevin Spesert

**Prior Reservoir Committee Action:**

On August 16, 2018, the Reservoir Committee approved the release of the Project Development Support Services RFQ-18-04.

**Fiscal Impact/Funding Source:**

Execution of a contract to provide these services combined with the approval of the required task orders must be completed and approved by the Authority Board and Reservoir Committee prior to the issuance of a Notices to Proceed.

**Staff Contact:**

Joe Trapasso

**Attachments:**

None.