

RESOLUTION NO. 21-35

A RESOLUTION OF KITSAP TRANSIT BOARD OF COMMISSIONERS AUTHORIZING STAFF TO AWARD A CONTRACT TO PERTEET, INC. FOR THE SOUTH BASE ENVIRONMENTAL SITE ASSESSMENT (ESA) PROJECT

WHEREAS, at its regular meeting on November 3, 2020, the Board approved Resolution 20-52 approving the 2021 capital budget including the South Base ESA project; and

WHEREAS, the South Base ESA project will provide environmental site assessments and compliance services as necessary to meet federal requirements and adequately characterize the site in advance of planned improvements; and

WHEREAS, staff advertised Request for Qualifications (RFQ) KT 21-697 on March 3, 2021 in accordance with federal and state requirements; and

WHEREAS, the contract will be funded with Federal Transit Administration (FTA) grant funds; and

WHEREAS, staff received and evaluated qualifications/proposals from seven (7) firms as shown in the attached "Recommendation to Award;" and

WHEREAS, Perteet, Inc. scored highest based on the proposal evaluation criteria and staff has completed responsiveness and responsibility checks, cost analysis, and negotiations with Perteet; and

WHEREAS, staff considers Perteet's cost proposal acceptable and within the approved 2021 approved capital budget in the amount of one hundred twenty-two thousand four hundred seventy-six dollars (\$122,476).

NOW THEREFORE, BE IT RESOLVED AS FOLLOWS the Board of Commissioners hereby authorizes staff to award a contract to Perteet, Inc. for the South Base ESA project in the amount of one hundred twenty-two thousand four hundred seventy-six dollars (\$122,476).

ADOPTED by the Kitsap Transit Board of Commissioners at a regular meeting held on the 1st day of June, 2021.



Robert Putaansuu, Chairperson

ATTEST:



Jill A. Boltz, MMC
Clerk of the Board



MEMORANDUM

DATE: May 19, 2021

TO: Steffani Lillie

FROM: Patrick Rogers

SUBJECT: Recommendation to Award- South Base Environmental Site Assessment

On March 3rd, Procurement Staff released a Request for Qualifications; KT 21-697 South Base Environmental Site Assessment Project. On March 29th, Kitsap Transit received seven (7) proposals in response to their request. All seven (7) proposals were deemed responsive and forwarded to the Evaluation Committee for review.

Kitsap Transit's Evaluation Committee evaluated the proposals based on Project Understanding and Approach, Technical Capacity, Past Experience, Staff Availability and Key Personnel; as described in the solicitation. Procurement tabulated the scores from the Evaluation Committee. After Procurement Staff tabulated the scores, Perteet was announced as the "most highly qualified" firm.

	Total Weighted Score
Kane Environmental	908.33333
Perteet	985.00000
Geo Engineers	940.00000
PBS	948.33333
NWFF Environmental	731.66667
Maul Foster Alongi	941.66667
Environmental Corporation	726.66667

In accordance with the "Brooks Act", staff requested a Cost Proposal from Perteet. Staff conducted negotiations on cost and scope to arrive at a "fair and reasonable" cost of \$122,476.00.

Recommendation

Procurement Staff has completed the responsiveness and responsibility checks and has deemed Perteet responsive and responsible. It is my recommendation that Perteet be awarded the KT 21-697 South Base Environmental Site Assessment project in the amount of \$122,476.00.

If you have any questions, please contact me at 360-479-6960.

Sincerely,

Patrick Rogers
Purchasing Coordinator