



● **Board of Directors**  
**Engineering and Operations Committee**

February 8, 2000 Board Meeting

8-1

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**Subject**

Enter into an agreement with United Testing & Inspection, Inc. (United) to provide supplemental technicians for testing and inspection of soils, concrete, asphalt and miscellaneous materials on Capital and Operations and Maintenance (O&M) construction projects during the next three years.

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**Description**

The Soils & Concrete Unit within the Engineering Services Section provides quality control, testing and inspection of materials, and other technical services on Capital and O & M projects. Work is accomplished utilizing a small core of full-time regular staff, supplemented by temporary employees and supplemental technicians furnished through a professional services agreement. The number of supplemental technicians is determined on an as needed basis depending on each project's needs and the availability of skilled and certified regular staff. Based on a previous three-year agreement with Montaña Testing and Inspection, Inc., this method proved cost-effective in meeting the highly variable staffing requirements of MWD's construction projects. The previous agreement was for \$750,000 annually, but because of a projected reduction in workload is being reduced to a maximum of \$400,000 annually. Approval of the recommendation will authorize the General Manager to enter into an agreement with United to provide these services. Typical project assignments would include Cajalco Creek Dam and Detention Basins, Lake Mathews Outlet Facilities and the Mills Oxidation Retrofit projects. This agreement would be funded as part of already budgeted Capital and O&M projects. A detailed report is included in [Attachment 1](#).

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**Policy**

Administrative Code Article 8117: Professional and Technical Consultants.

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**Board Options/Fiscal Impacts**

**Option #1**

Authorize the General Manager to enter into a three year agreement, in the amount not to exceed \$400,000 per year, with United Testing & Inspection, Inc. to provide supplemental technicians and inspectors in accordance with RFP 419. United has been selected through a competitive process under RFP 419.

**Fiscal Impact:** No new funding required. This agreement would be funded as part of budgeted Capital and O&M programs.

**Option #2**

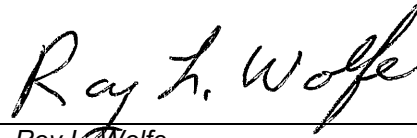
Hire additional staff with appropriate skills and certifications or, if available, train and certify existing staff to perform this specialized work. This option would not be cost effective in the short term due to the highly variable staffing needs and the requirement for additional training and certification of existing staff reallocated to this specialized area of expertise.

**Fiscal Impact:** Increased cost to Capital and O&M programs for additional staff, training and certification of existing staff and/or costs associated with frequent reallocation of existing staff to meet the highly variable needs of the projects.

**Staff Recommendation**

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Option #1.



Roy L. Wolfe  
Acting Manager, Corporate Resources

1/13/00  
Date



Ronald R. Jester  
General Manager

1/21/00  
Date

**Attachment 1 – Detailed Report**

### Detailed Report – Supplemental Technician Services

The Soils & Concrete Unit within the Engineering Services Section provides materials testing and inspection services to support both facility construction and ongoing operations. Testing services include field and laboratory testing of soils, aggregates, concrete and asphalt concrete and filter media materials. The Unit provides technical support for design, corrosion control, water quality, operations and maintenance functions. Typical services include construction drawing and specification review, standard specification development, contractor submittal review, geotechnical exploration, design support, and forensic evaluation of field conditions.

The Unit currently consists of four regular employees, four temporary employees, one agency temporary employee and supplemental technicians provided through a professional services agreement as needed. To accomplish the highly specialized work, the staff must have strong academic and technical training which includes degrees, licenses and certifications in the areas of quality engineering, civil engineering, geology, soils technology and concrete technology.

The number of regular and temporary employees in the Unit has decreased from 13 to 8 due to attrition over the past five years. This disparity has been taken up by the cost-effective use of supplemental technicians. They are selected on an as-needed basis when unexpected requirements for single-skilled temporary employees are experienced on major capital projects. These individuals have performed approximately 50 percent of the technician tasks and have reduced materials testing costs by 40 percent. Expanding the use of lower-cost supplemental technicians into other projects is not practical because the remaining work involves small capital and O&M construction work. These small projects necessitate that participating employees have multitask expertise to perform their assignments throughout all phases of the project. Only District regular and temporary employees, who have developed these multi-skilled capabilities, are able to successfully perform these services. Historically, employees with these attributes have not been available from the market place for these short-term immediate-assignment projects. There will be a continuing need to utilize single-skilled supplemental technicians with the startup of Cajalco Creek Dam and Detention Basins, Lake Mathews Outlet Facilities and the Mills Oxidation Retrofit projects.

Currently, 15 percent of the Unit personnel are supplied through an existing professional services agreement, which expires in March 2000. At this time, sufficient staff with the needed skills and certifications are not available to meet the projected workload, therefore, the recommended alternative is to continue using supplemental technicians provided through a professional service agreement. Consequently, an RFP was initiated to obtain the services needed when the existing agreement expires. Thirteen responses were received and evaluated. Evaluation was based on the qualifications of the respondent's staff, ability to provide personnel in a timely manner, and conformance to

the minimum anticipated levels of participation of 15 percent MBE and 5 percent WBE. United Testing & Inspection, Inc. was selected as the most qualified firm to provide services for the next three years. The amount of the proposed agreement is not to exceed \$400,000 per year based on current projected workload.

Contract Summary

<b>Contract Status:</b>	New	<b>Type of Selection:</b>	Competitive Proposals, RFP. No. 419
<b>Contract Form:</b>	Professional Services	<b>Firms Receiving RFP:</b>	101
<b>Contract Type:</b>	Time & Materials	<b>Proposals Submitted:</b>	13
<b>Evaluation Criteria:</b>	Evaluation based on qualifications, ability to provide personnel in a timely manner and conformance to minimum anticipated levels of participation.		

MBE/WBE

Minority-Owned Business Enterprise (MBE) and Women-Owned Business Enterprise (WBE) Anticipated Levels of Participation (ALP) as set by RFP 419 and actual participation levels proposed by United are shown below:

	<b>MBE</b>	<b>WBE</b>
<b>ALP</b>	15.0	3.0
<b>Actuals</b>	15.0	3.0