

**Columbus Consolidated Government
Council Meeting Agenda Item**

TO:	Mayor and Councilors
AGENDA SUBJECT:	Lead-Based Paint/Asbestos and Clearance Testing Services (Annual Contract) – RFP No. 23-0011
INITIATED BY:	Finance Department

It is requested that Council authorize the execution of an annual contract with Terracon Consultants, Inc., (Columbus, GA). The Contractor will provide lead-based paint/asbestos and clearance testing services on an “as needed” basis for the Community Reinvestment Department.

The vendor will provide the services for the housing rehabilitation (single and multi-family), rental assistance program (tenant and project-based), and supportive services/operations programs. Further, the vendor will:

- Thoroughly inspect and test each structure, at the request of the City, to provide a written and visual assessment report and cost estimate for lead-based paint testing or asbestos.
- Prepare the Written & Visual Lead-Based Paint and/or Asbestos Assessment Reports. The contractor shall be able to provide the Community Reinvestment Department with thorough written report and cost analysis for each structure tested.

Contract Term

The initial term of the contract shall be for two (2) years, with the option to renew for three (3) additional twelve-month periods. Contract renewal is contingent upon the mutual agreement of the City and the Contractor.

Annual Contract History:

The previous five-year contract was awarded to Geotechnical & Environmental Consultants, Inc. (GEC) (Columbus, GA) on December 5, 2017 (Resolution No. 414-17).

RFP Advertisement and Receipt of Proposals:

RFP specifications were posted on the web page of the Purchasing Division, the Georgia Procurement Registry and DemandStar on March 3, 2023. This RFP has been advertised, opened and evaluated. Five proposals were received on April 12, 2023, from the following firms:

- Terracon Consultants, Inc. (Columbus, GA)**
- GLE Associates, Inc. (Atlanta, GA)
- NOVA Engineering & Environmental, LLC (Kennesaw, GA)
- Oasis Consulting Services (Roswell, GA)
- Professional Environmental Management, Inc. (Loganville, GA)

The following events took place after receipt of the proposals:

RFP MEETINGS/EVENTS		
Description	Date	Agenda/Action
Pre-Evaluation Meeting	05/8/23	The Purchasing Manager advised evaluation committee members of the RFP rules and process, and the project manager provided an overview. Proposal copies were forwarded to each committee member to review.
1 st Evaluation Meeting	05/22/23	Committee members discussed all proposals and determined that clarifications were needed from two of the vendors.
Clarifications Requested	6/14/23	Requests for clarification were forwarded to vendors.
Vendor Responses	6/16/23	Clarifications received and forwarded to the Evaluation Committee.
Additional Clarification	6/21/23	Request for additional clarification received from a Committee member.
Clarifications Requested	7/27/23	A revised Cost Proposal form was forwarded to all submitting vendors. The revised form separated Lead-Based Paint Clearance with Report from Asbestos Clearance with Report.
Vendor Responses	8/3/23	Clarifications received and forwarded to the Evaluation Committee.
Committee Response	8/16/23	Via email, the Committee members indicated they were ready to evaluate.
Evaluation Forms Sent	08/25/23	Evaluation forms were forwarded to voting committee members.
Evaluation Forms Returned	09/7/20	Evaluation forms were completed and returned to Purchasing for compilation of results. Voters were asked to provide clarifications regarding their comments on the evaluation forms.
2 nd Evaluation Meeting/ Evaluation Results	11/13/23	Evaluation results were forwarded to the Evaluation Committee for review. The Committee met to discuss the scores and comments. The Committee members were requested to vote for award. Via roll call, the voting Committee members unanimously voted to award to the highest-scoring firm, Terracon Consultants, Inc. A Best and Final Offer was requested.
Best and Final Offer Sent	11/14/23	A Best and Final Offer request was forwarded to the highest-scoring vendor, Terracon Consultants, Inc.
Best and Final Offer Received	11/17/23	The vendor's Best and Final Offer was forwarded to the Committee.

Evaluation Committee:

The proposals were reviewed by the Evaluation Committee, which consisted of a voting member from Inspections and Code, and two voting members from Community Reinvestment.

Two representatives from Community Reinvestment served as alternate voters.

A representative from Community Reinvestment served as a non-voting advisor.

Award Recommendation:

The evaluation committee deemed the proposal from Terracon Consultants, Inc. most responsive to the RFP specifications, as reflected by the comments below:

- They have extensive history with the City. They do a lot of work. Big firm, so lots of hands on deck. Also, have a lot of history with HUD projects and other Cities, as well as housing authorities.
- City has worked with them. Local. History of timeliness. Easy to communicate with. Their team has a great depth of understanding of the procedures and requirements associated with Lead-Based Paint Inspections and Testing, particularly on HUD projects on Residential Facilities.
- Their Client Work History is great. They obviously have the City listed – so positive history. They also have worked with other similar Cities, as well as Housing Authorities.

Vendor Experience/Qualifications:

- Since their founding in 1965, Terracon has grown and evolved to become a thriving, employee-owned, multidiscipline engineering consulting firm delivering facilities, environmental, geotechnical, and materials services.
- Terracon’s Columbus office was formerly part of Geotechnical & Environmental Consultants, Inc. (GEC), which held this contract with Columbus Consolidated Government for more than seventeen years.
- In the last two years, Terracon has worked on 798 lead-based paint and asbestos inspection and consulting projects in Georgia, with their Columbus and Macon offices serving 514 of those projects.

Client Work History:

- ***Columbus Consolidated Government Development Resource Center (Columbus, GA)*** *2006 – Present*
Provide lead-based paint and asbestos inspections for single-family homes. Responsible for approximately 100+ Lead-Based Paint/Risk assessments on homes throughout the Community.
- ***Gilbane Building Company (Atlanta, GA)*** *02/2023 – 02/2023*
Performed asbestos and lead based paint survey for the existing Columbus Government Center, comprised of three multi-story structures, in anticipation of demolition and construction of a new facility.
- ***Michaels Military Construction (Fort Moore, GA)*** *2006 - Ongoing*
Responsible for Lead-Based Paint, Asbestos and Mold inspection, testing and/or abatement/demolition monitoring on several hundred single and multi-family housing units, which were housing for military families on Fort Benning/Fort Moore, Georgia.

The City’s Procurement Ordinance Article 3-110, Competitive Sealed Proposals for the procurement of Equipment, Supplies and Professional Services, governs the RFP Process. During the RFP process, there is no formal opening due to the possibility of negotiated components of the proposal. In the event City Council does not approve the recommended offeror, no proposal responses or any negotiated components are made public until after the award of the contract. Therefore, the evaluation results and cost information has been submitted to the City Manager in a separate memo for informational purposes.

Funds are budgeted each fiscal year for this ongoing expense: Community Development Block Grant Fund – Community Reinvestment – Aid to Other Agencies – Contractual Services, 0210-245-2300-ECON-6319.

A RESOLUTION

NO. _____

A RESOLUTION AUTHORIZING THE EXECUTION OF AN ANNUAL CONTRACT WITH TERRACON CONSULTANTS, INC. (COLUMBUS, GA). THE CONTRACTOR WILL PROVIDE LEAD-BASED PAINT/ASBESTOS AND CLEARANCE TESTING SERVICES ON AN “AS NEEDED” BASIS FOR THE COMMUNITY REINVESTMENT DEPARTMENT.

WHEREAS, an RFP was administered (RFP No. 23-0011) and five proposals were received; and,

WHEREAS, the proposal submitted by Terracon Consultants, Inc., was deemed most responsive to the RFP; and,

WHEREAS, the contract term shall be for two years, with the option to renew for three additional twelve-month periods. The contract renewals will be contingent upon the mutual agreement of the City and the Contractor.

NOW, THEREFORE, THE COUNCIL OF COLUMBUS, GEORGIA, HEREBY RESOLVES AS FOLLOWS:

That the City Manager is hereby authorized to execute an annual contract with Terracon Consultants, Inc. (Columbus, GA). The contractor will provide Lead-Based Paint and Asbestos Clearance Testing Services on an “as needed” basis for the Community Reinvestment Department. Funds are budgeted each fiscal year for this on-going expense: Community Development Block Grant Fund – Community Reinvestment – Aid to Other Agencies – Contractual Services, 0210-245-2300-ECON-6319.

Introduced at a regular meeting of the Council of Columbus, Georgia, held the _____ day of _____, 2023 and adopted at said meeting by the affirmative vote of _____ members of said Council.

- Councilor Allen voting _____.
- Councilor Barnes voting _____.
- Councilor Begly voting _____.
- Councilor Cogle voting _____.
- Councilor Crabb voting _____.
- Councilor Davis voting _____.
- Councilor Garrett voting _____.
- Councilor Huff voting _____.
- Councilor Thomas voting _____.
- Councilor Tucker voting _____.

Sandra T. Davis, Clerk of Council

B.H. “Skip” Henderson III, Mayor