



Date: October 19, 2021

To: Wanda S. Page, City Manager
Through: Bertha T. Johnson, Deputy City Manager
From: Marvin G. Williams, Director of Public Works
Subject: Municipal Separate Storm Sewer System (MS4) Inspections (SD-2021-06)

Executive Summary

On September 1, 2021 proposals were received for contract SD-2021-06. This contract includes the inspection of portions of the Municipal Separate Storm Sewer System (MS4) for site locations to be determined throughout the City of Durham. Staff reviewed six submittals to determine the firms' qualifications and evaluate costs. Hydrostructures, P.A. was selected as the qualified firm. The Public Works Department recommends that the City Council authorize the City Manager to execute a contract with Hydrostructures, P.A., for Contract SD-2019-06 in the amount of \$292,850.

Motion

To authorize the City Manager to execute Contract SD-2021-06, Municipal Separate Storm Sewer System (MS4) Inspections, with Hydrostructures, P.A. in the amount of \$292,850.

Background

The project includes the furnishing of all materials, labor, equipment, tools, etc. unless otherwise specified, for the complete inspection of portions of the MS4 for site locations throughout the City of Durham. Inspections of the MS4 will include location and verification of system components, inspections to locate possible illicit discharges into the system, and general inspections of system components to document condition. These inspections of the storm drainage system are required by the City's National Pollutant Discharge Elimination System (NPDES) Permit. The inspections help identify repair needs, locate potential illicit discharges, and assess the overall condition of the MS4 within the City's rights-of-way.

The Public Works Department, Street Maintenance Division includes a crew of two staff members who perform MS4 inspections. The Department augments this crew with contracts to perform MS4 inspections. The Water Management Department employs a similar strategy to perform inspections of the City's sanitary sewer system.

Issues and Analysis

Six submittals were reviewed by a selection committee. The committee included five City staff members, four from the Public Works Department, and one from the Equity and Inclusion Department. The proposals were reviewed and rated based on qualifications, experience, understanding of the project and contract cost. All committee members recommended awarding the contract to Hydrostructures, P.A.

The Public Works Department recommends awarding Contract SD-2021-06 to Hydrostructures, P.A. in the amount of \$292,850.

Alternatives

The Public Works Department has not identified any alternatives since the proposals received are competitive and are representative of the current market for the work proposed.

Financial Impact

This project is budgeted for in the adopted Capital Improvements Project Ordinance (#15822) for storm drainage repairs in the following account:

4300L045-728600-LK107 (Special Contractual Services)	\$292,850.00
Total	\$292,850.00

Equal Business Opportunity Summary

The Equity & Inclusion Department reviewed the proposal submitted by Hydrostructures P.A. of Pittsboro, NC. It was determined that they are in compliance with the Equal Business Opportunity Program Ordinance.

UBE REQUIREMENTS

The goals are MUBE 0% and WUBE 0% goals for this project as the Public Works Department states there are no subcontracting opportunities.

Contractor Workforce Diversity & Hiring Practices

Workforce Diversity Summary Statement: According to the contractor’s responses to the “Contractor Workforce Diversity Questionnaire,” the contractor is a medium employer (50 to 100 employees); consisting of a mix of professional/skilled and unskilled workers. The contractor does not believe it has a diverse workforce, despite their best efforts, they do not receive many minority applications for job postings. They interview all qualified candidates and have hired the most qualified candidates. They are open to new hiring practices to increase diversity in the workplace. The contractor did list a few example efforts it makes to have a more diverse workforce. The contractor stated that they maintain and follow an EEO and Affirmative Action Plan. When requesting names of potential candidates from colleges and universities, they have requested they include minority and female candidates.

WORKFORCE STATISTICS

Total Workforce:

Employment Category	Total Employees	Total Males	Total Females
Project Manager	10	8	2
Professional	18	16	2
Technical	-	-	-
Clerical	1	0	1
Labor	35	35	0
Total	64	59	5

Male:

Employment Category	White	Black	Hispanic	Asian or Pacific Islander	Indian or Alaskan Native
Project Manager	7	0	0	1	0
Professional	12	0	1	3	0
Technical	-	-	-	-	-
Clerical	0	0	0	0	0
Labor	33	2	0	0	0
Total	52	2	1	4	0

Female:

Employment Category	White	Black	Hispanic	Asian or Pacific Islander	Indian or Alaskan Native
Project Manager	2	0	0	0	0
Professional	2	0	0	0	0
Technical	-	-	-	-	-
Clerical	1	0	0	0	0
Labor	0	0	0	0	0
Total	5	0	0	0	0

Attachments

1. Contract (SD-2021-06), dated November 25, 2021.
2. UBE Compliance Report, dated October 4, 2021.