



MEMORANDUM

TO: Deerin Babb-Brott, Assistant Secretary for Oceans and Coastal Zone Management

FROM: Joseph Costa, Executive Director, Buzzards Bay National Estuary Program

DATE: November 6, 2009

RE: Funding Recommendations for RFR ENV 09 CZM 13, Buzzards Bay NEP Site Assessment and Stormwater Plan Development for Portions of New Bedford Harbor, New Bedford, MA

Requested action

Initiate a services contract with Fuss & O'Neill for \$16,500 to assess existing stormwater infrastructure and develop a future conditions plan and a long-term stormwater BMP implementation schedule for a defined area of New Bedford Harbor. The proposed contract period is December 1, 2009 to June 30, 2010.

Background

In the Request for Responses (ENV 09 CZM 13), the Buzzards Bay National Estuary Program (BBNEP), through CZM and EEA, made funding available to procure environmental engineering services to map existing stormwater infrastructure, develop a proposed future conditions plan, including stormwater best management practices, and a long-term implementation schedule for use by the City of New Bedford's Harbor Development Commission. The BBNEP issued this RFR as a follow-up to an award announced by EEA in December 2008 as part of the Buzzards Bay watershed municipal grant program (ENV 09 CZM 01). One of these municipal grant awards was actually a commitment to the City of New Bedford to provide up to \$15,000 for hiring engineering services to create a stormwater plan for a selected section of the New Bedford waterfront. Based on comments made by vendors at the Bidder's Conference held in September 2009, concerning the cost to complete the project, we decided to amend the RFR in October 2009 by increasing the amount of available funding from \$15,000 to \$16,600. These additional funds represent unspent monies from previous BBNEP municipal grant rounds. The BBNEP issued this RFR, and conducts its municipal grant program, in accordance with, and as required by, a Cooperative Agreement with the US EPA using federal funds.

RFR Process

EEA released this RFR on September 18, 2009. The BBNEP held a bidders' conference on September 30, 2009 at the New Bedford Harbor Development Commission's office, with attendance recorded (8 firms attended) and non-binding responses provided. The question and answer period closed on October 6, 2009. There were several questions received at the Bidders Conference and answers to these questions were posted on Comm-Pass and on the BBNEP website. The application deadline was October 20, 2009.

The BBNEP received seven proposals in response to the RFR, which had set a limit of \$16,600 for the cost of the services. A summary of the responses received is shown in Table 1.



Table 1: Summary of Responses Received

<i>Vendor</i>	Requested Amount
Baxter Nye Engineering & Surveying	\$16,600
Coastal Engineering Company	\$16,000
Fuss & O'Neill	\$16,500
Norfolk Ram	\$15,000
Peter Environmental/PMP Assoc.	\$16,000
Prime Engineering	\$16,400
Tighe & Bond	\$14,990

BBNEP Grants Review Committee and Selection

A selection committee met on November 5, 2009. The selection committee was composed of BBNEP staff Joe Costa and Bernadette Taber (Executive Director and Stormwater Specialist, respectively), Jessica Fernandes from the New Bedford Harbor Development Commission, and Sarah Porter, New Bedford Conservation Agent. The Selection Committee reviewed, scored, and ranked the proposals according to the criteria and process described in the RFR. The results of the Selection Committee's rankings are shown in Table 2.

Table 2. New Bedford Site Assessment and Stormwater Plan Design RFR Reviewer Score Ranks (1=highest, 7 = lowest)

	Rev 1	Rev 2	Rev 3	Rev 4	Mean Score
Fuss & O'Neill	1	1	1	1	1
Coastal Engineering	2.5	2	2	3	2.4
Baxter Nye Engineering	2.5	3	3	2	2.6
Norfolk Ram	4	4	4.5	6	4.6
Prime Engineering	5	5	4.5	4.5	4.8
Peter Environmental/PMP Assoc.	7	6	6	4.5	5.9
Tighe & Bond	6	7	7	7	6.8

As shown, Fuss & O'Neill received the highest mean ranking (a 1 out of a possible 7). The selection committee thus chose Fuss & O'Neill as the vendor to provide the necessary services.

I request the expeditious approval of this contract.