

ITEM NO. 7

DATE: FEBRUARY 23, 2012

FROM: MARK VARGAS

SUBJECT: REVIEW AND APPROVAL OF CONTRACT WITH LANDRUM & BROWN FOR NOISE ASSESSMENT SERVICES

SUMMARY:

The HCBF Board approved Landrum & Brown (L&B) as the preferred contractor during the January 2012 Board Meeting to perform an assessment of noise impacts and recommendations for implementation of sound attenuation in residences and schools in Wilmington, in accordance with Exhibit A, Project A of the TraPac MOU. The HCBF Board requested staff to work with L&B to refine the scope of work and to prepare a contract for approval by the HCBF Board.

RECOMMENDATION:

Staff recommends the HCBF Board approve the draft contract between the HCBF and L&B in substantial form and direct staff to submit contract within the request for funding for the project to the BOHC.

DISCUSSION:

On August 12, 2011 the Harbor Community Benefit Foundation released an RFQ for assessment of noise impacts and recommendations for implementation of sound attenuation in residences and schools in Wilmington, CA. The submission deadline was September 26, 2011. Proposals were submitted from four different firms. An interview panel consisting of staff and two board members was assembled to make recommendations to the HCBF Board. The interview panel ranked L&B as the preferred contractor and, after receiving their cost proposal, staff recommended L&B to the HCBF Board at the January 2012 board meeting. The HCBF Board accepted the recommendation and directed staff to work with L&B and general counsel to develop a more refined scope of work as well as draft contract language for the HCBF Board to review and approve at the February 2012 board meeting. HCBF Staff worked with Fred Greeve of L&B to process the specific recommendations from board comments at the January 2012 meeting and incorporate them into a more refined and detailed scope of work (attached). Public Counsel also worked on development of a draft contract (attached) for your review.

FINANCIAL ANALYSIS:

The total cost of this project should **not exceed \$200,000**, which includes the

total amount for **services from L&B (\$177,801)**, and funding for retention of an expert advisor to act as consultant for the Executive Director (\$15,000), with a small contingency to account for any project overruns (\$7,199).

COMMUNITY IMPACT:

It is anticipated that the project will retain two local residents to assist with performance of noise monitoring (Task 2). The contractor proposes to work with Harbor College to find trained workers to participate in this project.

ATTACHMENTS:

Final Scope of Work by L&B
Draft Contract by Public Counsel

APPROVED BY:

MARY SILVERSTEIN
Executive Director

On February 23, 2012 the HCBF Board approved, by majority vote, the draft noise assessment contract and scope of work, in substantial form, between the HCBF and L&B, for a total project cost not to exceed \$185,000, which includes \$177,801 for L&B consulting services and \$7,199 as a contingency; and authorized Executive Director M. Silverstein to retain a noise expert consultant as necessary to assist her in review of the terms of the contract, and to authorize Executive Director M. Silverstein to finalize the Exhibits, and to request funding from the Board of Harbor Commissioners (BOHC) for an amount not to exceed \$185,000.