



SCOPE OF SERVICES

Solicitation Number: CLMP194

Project Name: Engineering Services for 2016 Power Plant Production Rotation List

PROJECT FOR:

CITY OF AUSTIN, AUSTIN ENERGY, THROUGH ITS CAPITAL CONTRACTING OFFICE

PROJECT TITLE:

Engineering Services for 2016 Power Plant Production Rotation List

OBJECTIVES OF THE PROJECT:

The City of Austin (City) anticipates selecting up to four (4) firms to provide professional engineering services for Austin Energy's Power Plant Production improvements.

BACKGROUND:

The City currently has rotation list agreements with four (4) firms to provide consulting engineering services for its facilities. The contracting authority for the existing rotation list has been exhausted. The selected firms will assist Austin Energy with the below power production facilities:

- Decker Creek Power Station which consists of two gas-fired steam units and four simple cycle gas turbines
- Sand Hill Energy Center consists of a 1-on-1 combined cycle unit and six simple cycle gas turbines
- Several thermal energy (chilled water and steam) plants and distributed generation facilities

The following is a sample of previous assignments awarded using the current rotation list:

- SHEC Heat Recovery Steam Generator failure investigation
- Engineering study to re-route Decker floor drains
- Four Seasons residence chilled water extension
- Engineering support for SHEC 100 Megawatt addition Phase II
- SHEC re-designing maintenance building
- Steam system modification at Domain
- Design control changes and drip leg for SHEC condenser
- Investigate condenser tube failures at SHEC
- Engineering evaluation of Circulation Water Pumps at SHEC
- CAD services for Decker
- LEEDS certification for SHEC control/administration building
- CO2 reduction options evaluation

- Decker demineralized water system upgrade

ANTICIPATED SERVICES:

The selected firms shall provide specialized engineering and associated technical services necessary for the planning, analysis, evaluation, and design of improvements, additions, and upgrades to Austin Energy’s power generation and thermal energy facilities. The projects assigned will primarily be retrofits to existing plant systems with the objective of improving overall plant operation, efficiency, and reliability.

The following are areas in which engineering services may be provided:

1. Provide support in mechanical, electrical, structural, control, or other professional engineering roles
2. Recommend improvements and/or modifications for performance and operation methods of Austin Energy power generation systems addressing:
 - Safety
 - Reliability
 - Efficiency/Optimization
 - Environmental Impact
3. Evaluate existing processes, structures, and/or equipment including (but not limited to):
 - Performing failure and root cause analysis
 - Developing bid documents
 - Developing design criteria with applicable codes and standards
 - Producing As-Built in accordance with Personal Protective Equipment standards
 - Budgeting cost estimates
 - Obtaining permits
4. Develop optimization of Austin Energy’s Distributed Generation and Thermal Energy facilities, including:
 - Control system upgrades
 - Chiller replacements
 - Boiler replacements
 - Modifications to enhance heat recovery
5. Ancillary services:
 - Electrical relay coordination
 - Building heating/cooling power (BCHP) system engineering
 - Pipe stress analysis
 - Cost estimation in support of project business case development
 - Valve automation design
 - Site development assistance
 - Distributed Generation micro grid development

Austin Energy’s Power Production staff will provide project scopes as they become available. Selected firms’ shall provide a written proposal within a mutually agreed upon time frame. Work shall not begin until the approved Austin Energy representative and firm(s) have agreed to a scope, schedule, and cost for each task or group of tasks. All tasks required to complete work shall be performed by the selected firm or by its subconsultants under the supervision of

the firm, on a case by case basis. Austin Energy reserves the option to participate in the work to the degree deemed necessary or appropriate. When Austin Energy exercises the right to perform any part of the work, the selected firm shall cooperate with the assigned Austin Energy staff.

WORKFORCE SECURITY CLEARANCE AND IDENTIFICATION (ID):

- A. The selected firms' are required to obtain a certified criminal background report with fingerprinting (referred to as the "report") for all persons performing on the contract, including all selected firms', Subcontractor, and Supplier personnel (for convenience referred to as "selected firm's personnel").
- B. The report may be obtained by reporting to one of the below governmental entities, submitting to fingerprinting and requesting the report [requestors may anticipate a two-week delay for State reports and up to a four to six week delay for receipt of a Federal report].
 - i. Texas Department of Public Safety for any person currently residing in the State of Texas and having a valid Texas driver's license or photo ID card;
 - ii. The appropriate governmental agency from either the U.S. state or foreign nation in which the person resides and holds either a valid U.S. state-issued or foreign national driver's license or photo ID card; or
 - iii. A Federal Agency. A current Federal security clearance obtained from and certified by a Federal agency may be substituted.
- C. Selected firms' shall obtain the reports at least 30 days prior to any onsite work commencement. Selected Firms also shall attach to each report the project name, selected firm's personnel name(s), current address(es), and a copy of the U.S. state-issued or foreign national driver's license or photo ID card.
- D. Selected firms' shall provide the City a Certified Criminal Background Report affirming that selected firm's have conducted required security screening of selected firm's personnel to determine those appropriate for execution of the work and for presence on the City's property. A list of all selected firm's personnel requiring access to the City's site shall be attached to the affidavit.
- E. Upon receipt by the City of the selected firm's affidavit described in (D) above and the list of the selected firm's personnel, the City will provide each of selected firm's personnel a contractor ID badge that is required for access to City property that shall be worn at all times by selected firm's personnel during the execution of the work.
- F. The City reserves the right to deny an ID badge to any selected firm's personnel for reasonable cause, including failure of a Criminal History background check. The City will notify the selected firm of any such denial no more than twenty (20) days after receipt of

the selected firm's reports. Where denial of access by a particular person may cause the selected firm to be unable to perform any portion of the work of the contract, the selected firm shall so notify the City's Contract Manager, in writing, within ten (10) calendar days of the receipt of notification of denial.

- G. Selected firm's personnel will be required to wear the ID badge at all times while on the work site. Failure to wear or produce the ID badge may be cause for removal of an individual from the work site, without regard to selected firm's schedule. Lost ID badges shall be reported to the City's Contract Manager. Selected Firms shall reimburse the City for all costs incurred in providing additional ID badges to Selected Firms Personnel.
- H. ID badges to enter and/or work on the City property may be revoked by the City at any time. ID badges must be returned to the City at the time of project completion and acceptance or upon removal of an individual from the work site.
- I. Selected Firms' are not required to obtain reports for delivery personnel, including but not limited to FedEx, UPS, Roadway, or other materials delivery persons, however all delivery personnel must present company/employer-issued photo ID and be accompanied by at least one of the selected firm's personnel at all times while at the work site.
- J. The selected firms' shall retain the reports and make them available for audit by the City during regular business hours. Additional information referencing "Right to Audit" will be provided to the selected firms during contract execution.

PROPOSED PROJECT SCHEDULE:

The City anticipates contracting with each of the four (4) selected firms until the contracting authority is exhausted. Initial project assignments will be based on the rankings determined from the qualification-based selection process. Subsequent project assignments will be based on percentage of remaining authority. The City may, however, select a firm that is considered to be the most qualified for a specific project or most able to meet a project's schedule objectives. Project-specific schedules will be agreed upon at the time professional services are defined.

PROPOSED PROCUREMENT SCHEDULE

The City anticipates having all contracts executed for this rotation list by August 2016.

COST ESTIMATE:

It is anticipated that the City will select up to four (4) firms, with an estimated authorization amount of \$750,000.00 per firm, for a total amount of \$3,000,000.00.

If a selected firm ceases practice during the contract period, or should the City elect to terminate its agreement with one of the selected firms, the remaining authorization will be distributed to one or more of the remaining firms.

MAJOR AND OTHER SCOPES OF WORK:

Below is a list of the major scopes of work that the City has identified for this project.

****There must be representation for all major scopes of work listed in the prime's statement of qualifications. The experience of the firms listed to perform the Major Scopes of Work, whether a subconsultant or prime firm, will be evaluated under Consideration Item 6 – Major Scopes of Work–Comparable Project Experience.***

In addition, the City has identified Other Scopes of work that MAY materialize during the course of the project. The City does not guarantee that the scopes listed under Other Scopes of work will materialize on this contract. If the prime consultant intends to enter into a subconsulting agreement on a scope of work not listed below, the prime consultant is required to contact SMBR and request an updated availability list of certified firms in each of the scopes of work for which the prime consultant intends to utilize a subconsultant.

*** Major Scopes of Work**

Controls System & Instrumentation Engineering
Electrical Engineering
Mechanical Engineering

Other Scopes of Work

Building Permitting
Electric Utility Protection and Control Engineering
Metallurgical Engineering
Structural Engineering
Utilities (Gas, Steam, Electric) Engineering

Notes:

- Engineering and Controls Engineering have been combined as: *Instrumentation and Controls Engineering*. Two separate commodity codes for this one scope of work are included in the MBE/WBE Availability List. The City is requiring only one firm to perform this scope of work.
- Construction Inspection and Public Information and Communications are **NOT** a subconsultant opportunity. These services will be performed in-house or under a separate contract, if needed, and will be determined when project assignment is made.

- Participation at the prime or subconsultant level may create a conflict of interest and thus necessitate exclusion from any contracts resulting from the work performed in the design phase.
- If the City determines that a conflict of interest exists at the prime or subconsultant level, the City reserves the right to replace/remove the prime or instruct the prime consultant to remove the subconsultant with the conflict of interest and to instruct the prime consultant to seek a post-award change to the prime consultant's compliance plan as described in City Code § 2-9B-23. Such substitutions will be dealt with on a case-by-case basis and will be considered for approval by Small and Minority Business Resources (SMBR) in the usual course of business. The City's decision to remove a prime or subconsultant because of a conflict of interest shall be final. Construction Inspection firms will not be allowed to perform inspection services on those capital improvement projects in which they performed prior services in either a prime or subconsultant capacity.
- A consultant performance evaluation will be performed on all professional services contracts. This evaluation will be conducted at the end of each Preliminary, Design and Construction phase, or at assignment completion for those projects with no distinct phases (i.e., surveying, SUE services, etc.).