

BOARD MEETING DATE: January 10, 2014

AGENDA NO. 4

**PROPOSAL:** Execute Contract to Provide Technical Support for SCAQMD PAMS Upper Air Meteorological Monitoring Network

**SYNOPSIS:** On October 4, 2013, the Board approved release of an RFP to provide technical support for the SCAQMD PAMS Upper Air Meteorological Monitoring Network. The contracted effort will provide field support of the upper air meteorological stations and data management. This action is to execute a contract with Sonoma Technology, Inc., in the amount of \$100,000 with options to renew in each of the next three fiscal years, based upon availability of funds and satisfactory performance. Adequate funding is allocated for this purpose in the U.S. EPA 22<sup>nd</sup> Year Section 105 Grant for the PAMS program.

**COMMITTEE:** Administrative, December 13, 2013, Recommended for Approval

**RECOMMENDED ACTION:**

Authorize the Chairman to execute a contract with Sonoma Technology, Inc. to provide technical support for the SCAQMD PAMS Upper Air Meteorological Monitoring Network in an amount not to exceed \$100,000 with annual renewal options for the next three fiscal years based upon availability of funds and satisfactory performance.

Barry R. Wallerstein, D.Env.  
Executive Officer

## **Background**

As part of the U.S. EPA PAMS Program, comprehensive measurements of meteorological parameters have been collected in the South Coast Air Basin since 1994, using a network of radar wind and temperature profilers, acoustic wind profilers and tower-mounted meteorological sensors. Data from the upper air measurement stations is routinely used for air quality forecasting and event analyses and had been invaluable for regional modeling efforts. Since 2003, SCAQMD has utilized consultants to provide operational support, due to the limited availability of staff resources to maintain this valuable network. In addition to the routine site operations and data support, the proposed contract effort is also expected to enhance the utility of the upper air data for regional modeling and its accessibility to the public and other agencies.

On October 4, 2013, RFP #P2014-05 was released to solicit consultants capable of providing technical support for the operation of the SCAQMD PAMS upper air meteorological monitoring network, as a contract with multi-year renewal options to provide for greater continuity of the measurements. Since this will be a time and materials contract for field work that cannot be completely defined in advance, the bid costs and staff resource allocations were analyzed based on a provided sample work plan. It is intended that this time and materials contract be awarded for \$100,000, with future-year renewals for up to \$100,000 per year or as funding allows.

## **Outreach**

In accordance with SCAQMD's Procurement Policy and Procedure, a public notice advertising the RFP was published in the Los Angeles Times, the Orange County Register, the San Bernardino Sun, and Riverside County Press Enterprise newspapers to leverage the most cost-effective method of outreach to the South Coast Basin.

Additionally, potential bidders were notified utilizing SCAQMD's own electronic listing of certified minority vendors. Notice of the RFP has been e-mailed to the Black and Latino Legislative Caucuses and various minority chambers of commerce and business associations, and placed on the Internet at SCAQMD's website (<http://www.aqmd.gov>). Information was also available on SCAQMD's bidder's 24-hour telephone message line (909) 396-2724.

Finally, the RFP was emailed to consultants with known expertise in this field.

## **Bid Evaluation**

Copies of the RFP were downloaded from the SCAQMD web site, mailed and emailed in response to requests and only one bid was received in response to the RFP when final bidding closed at 1:00 p.m. on November 6, 2013. This reflects the highly specialized nature of this work involving radar, sodar, and microwave measurement systems the importance of having trained local technicians to conduct the field work for cost effectiveness. The bid from Sonoma Technology, Inc. was deemed highly responsive to

the RFP. Sonoma Technology, Inc. is a small business enterprise and has local staff, although as a U.S. EPA-funded contract, no local business points are awarded in this case; they are not a disabled veteran owned business enterprise. Two subcontractors for this bid are also small business enterprises and local businesses.

Attachment 1 reflects the evaluation of the proposal and the costs for the consultant who submitted the bid. Using the prescribed evaluation criteria to consider cost, technical qualifications and minority/small business status, Sonoma Technology, Inc. received an excellent overall score. Staff recommends that the Board award the contract to Sonoma Technology, Inc. for the Technical Support of the SCAQMD PAMS Upper Air Meteorological Monitoring Network. The cost proposal was based on a specific sample work plan that provided a scenario for the bidders to provide costs that could be compared. Since the sample work plan does not describe the full scope of the actual field program, which includes repairs and maintenance that cannot be anticipated, the intent is to award the full amount available for this time and materials contract.

### **Panel Composition**

The panel consisted of one Program Supervisor, one Air Quality Specialist, and one Senior Meteorologist from Planning, Rule Development and Area Sources, and one Meteorologist from the Ventura County Air Pollution Control District. Of these four panelists, one is Asian American, three are Caucasian; all male.

### **Resource Impacts**

Funds for this contract have been earmarked from the U.S. EPA Section 105 Grant for the 22<sup>nd</sup> Year PAMS program. These funds were recognized, appropriated and reallocated by the Board at the November 1, 2013 meeting (Agenda No. 7). Since this contract uses PAMS pass-through funds, it will not impact SCAQMD staff or fiscal resources.

### **Attachment**

Evaluation of Bid from Respondent to RFP #2014-05

## ATTACHMENT 1

### Evaluation of Bid from Respondent to RFP #2014-05

<b>Bidder</b>	<b>Cost Points</b>	<b>Technical Expertise Points</b> (Average of 4 Reviewers)	<b>Additional Points</b> (Small Business/DVBE)	<b>Total Score</b>
1. Sonoma Technology, Inc.	30	66.5	10	106.5
Maximum Possible Points:	30	70	10	110

\* Reflects only costs for sample work plan tasks required by RFP. Additional tasks and work to be assigned by SCAQMD staff for five (5) stations monitored and served by contractor, as well as data management and accessibility projects.