

**EVERETT PORT COMMISSION
AGENDA ITEM COVER SHEET**

Project/Requested Action:	On-Call Material Testing & Inspection: Contract Award	Initialed by:	
		Executive Director:	<u>Lml</u>
		Chief Finance Officer:	<u>ER</u>
Location:	Port-Wide	Originating Dept.:	Procurement
		Department Head:	Eric Russell
		Contact Person:	Maija Lampinen
		Phone Number:	425.388.0606

MEETING OF: July 13, 2021

Agenda Item Type: x **Action**

Attachments for Commission Meeting Packet (please identify): None

Expenditure Required:	\$ 0	Account/CIP:	Misc.
Amount Budgeted:	\$ Amounts are budgeted under individual CIPs		

Summary Statement:

The Port utilizes a material testing and inspection firm under an on-call contract to ensure the quality of materials installed on Port projects meet specification requirements as well as to monitor contractor field activities. Materials testing and inspection includes sampling of materials, laboratory and on-site testing, visual inspections, attending project meetings, and other related services to assist the Port in verifying code and specification compliance. Hiring an independent testing and inspection firm allows the Port to achieve quality standards in various public work and environmental cleanup projects. The contract will be based on task orders for each individual project the firm works on.

In April 2021, the Commission authorized staff to issue a Request for Proposals for Materials Testing. We issued the RFP on May 4th and on June 1st we received four proposals: GeoTest Services, Inc, Krazan & Associates of Washington, Inc, Materials Testing & Consulting, Inc., and Professional Services Industries, Inc. (PSI). The evaluation team interviewed the two (2) top ranked proposers: GeoTest Services Inc. and Materials Testing & Consulting Inc. After the interviews were concluded, GeoTest Services Inc. received the highest number of points.

Recommendation (Exact action requested of Commission):

Award GeoTest Services Inc. a Material Inspection and Testing Services Contract with an initial contract amount of \$500,000 and authorize the Executive Director to sign the contract.