

RESOLUTION NO. _____

APPROVAL OF ANNUAL ENVIRONMENTAL CONSULTANT CONTRACT

Item No. 5a

WHEREAS, funds have been received from the U.S. Department of Housing and Urban Development under the Capital Fund Program for the identification and abatement of asbestos, lead, mold and other environmental hazards where present in the course of agency operations; and

WHEREAS, the Louisville Metro Housing Authority (LMHA) needs an environmental consultant to monitor and supervise such abatement work and to perform testing and conduct clearance procedures related to such abatement work to protect LMHA's interests; and

WHEREAS, LMHA staff prepared a Request for Proposal to acquire the needed environmental consultant services and advertised the project in The Courier-Journal, The Louisville Defender, and the Housing Agency Marketplace, and on April 13, 2021 proposals for providing the requisite services were received and evaluated; and

WHEREAS, the staff reviewed the proposals and determined that the proposal submitted by CMec, LLC is the most acceptable proposal for the work to be performed, and staff recommends award to them; and

WHEREAS, this contract is for a period of one year, with an option to be extended up to four additional one-year terms.

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NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS, that the Executive Director and Contracting Officer, Lisa Osanka, is hereby authorized to enter into the Annual Environmental Consultant Contract with CMec, LLC in the amount not to exceed \$300,000.

RESOLUTION BACKGROUND STATEMENT

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I. STATEMENT OF FACTS:

The U.S. Department of Housing and Urban Development provided LMHA funding under the Capital Fund Program for maintenance and modernization of existing buildings, including abatement of asbestos, lead, mold and environmental hazards where present and as they arise in the course of agency operations. When such hazards arise, LMHA must eliminate them. To protect its interests, LMHA requires an environmental consultant to monitor and supervise abatement operations and to conduct tests and perform clearance services in connection with abatement operations.

In accordance with LMHA's Procurement Policy, a "Request for Proposals" (RFP) was prepared for an environmental consultant contract and it was advertised on Mach 24, 2021 in The Courier Journal, the Housing Agency Marketplace and LMHA's Website; and on March 25, 2021 in The Louisville Defender; reaching at least 1075 companies that LMHA can confirm received an "invitation for bids" as follows:

MBE / African-American Business Enterprise	160 (14%)
MBE / Asian Indian-American Business Enterprise	17 (2%)
MBE / Asian Pacific-American Business Enterprise	12 (1%)
MBE / Hasidic Jew Business Enterprise	1 (0%)
MBE / Hispanic American Business Enterprise	93 (8%)
MBE / Native American Business Enterprise	21 (2%)
MBE / Woman-owned Business Enterprise	269 (24%)
DBE / Disabled-owned Business Enterprise	41 (4%)
NONE (Not MBE, WBE or DBE-owned)	641 (57%)
SECTION 3 Business	60 (5%)

From the 1075 companies listed above, a total of 28 companies downloaded and reviewed the RFP.

Proposal were received on April 13, 2021 from the following firms:

- CMec, LLC (WBE)
- Trieco, LLC (MBE/ Asian Indian-American Business Enterprise)

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I. STATEMENT OF FACTS (cont'd):

The proposals were reviewed by the Procurement Committee (Dan Farrell, Angela Larsson, Jeff Ralph and Tonya Wise) utilizing the following criteria:

- Experience and Qualifications
- Timeliness
- Confirmation to budgets
- Proximity to Project Location
- Fee

The Procurement Committee found the proposal submitted by CMec, LLC was the most acceptable proposal for the work to be performed and recommends award to them.

II. ALTERNATIVES:

- A. Approve award of the Annual Environmental Consultant Contract with CMec, LLC in the amount not to exceed \$300,000.
- B. Do not approve award of the contract at this time.

III. RECOMMENDATION:

Staff recommends Alternative "A".

IV. JUSTIFICATION:

- The proposal submitted by CMec, LLC was responsive and responsible.
- CMec, LLC obtained the highest score from each member of the Procurement Committee, and their fees for all the services were the lowest across the board.
- The fees proposed by CMec, LLC have been reviewed by staff and found to be reasonable and acceptable.

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IV. JUSTIFICATION (cont'd):

- A few members of CMec's team acquired a combined 27 years of experience and understating of HUD's and LMHA's policies and procedures while employed as the main leads with the former annual environmental consultant contractor.
- All members of the firm provided all required certifications and licenses that satisfy all the requirements of the RFP and deemed the firm highly qualified to perform all the required environmental work.
- CMec, LLC is both a certified Women-Owned Business (WBE) and Economically Disadvantaged Women-Owned Business (EDWOB).
- CMec, LLC will perform 100% of the work with its own employees and 20% of the firms' workforce are minorities.

V. BUDGET APPROVAL:

Funding for this contract will be sourced from the program related to a specific project.

Angela Larsson, Director of Finance

Date

VI. PROCUREMENT CERTIFICATION:

The procurement of this contract is in compliance with the Louisville Metro Housing Authority's procurement policies and procedures.

Steven Webb, Purchasing Agent

Date

Prepared and Submitted by:

Norma Asyn Ward, Director
LaTasha Kilgore, Design Tech II/ Safety Coordinator
Capital Improvements
July 20, 2021