



CITY OF ALBUQUERQUE

Albuquerque, New Mexico
Office of the Mayor

EC-19-519

Timothy M. Keller, Mayor

INTER-OFFICE MEMORANDUM

DATE: September 23, 2019

TO: Klarissa J. Peña, President, City Council

FROM: Timothy M. Keller, Mayor *TK*

SUBJECT: Mayor's Recommendation of WHPacific Inc. for Architectural On-Call Services for the Aviation Department at the Albuquerque International Sunport and the Double Eagle II Airport

The Selection Advisory Committee (SAC) met on September 23, 2019 to consider the following project:

Project: Project No: 6564.00 Architectural On-Call Services for the Aviation Department at the Albuquerque International Sunport and the Double Eagle II Airport

Agency: Department of Municipal Development

Four proposals were received in response to the Request for Proposals.

Project Description: This project will provide architectural design and possible construction phase services to the Aviation Department for various on-call projects at either the Albuquerque International Sunport or Double Eagle II Airport.

The Committee made the following recommendation of the three highest ranked respondents:

Jon Anderson Architecture

SMPC Architects

WHPacific Inc.

The Cover Analysis, Score-Sheet Compilation and Minutes of the SAC Meeting are attached.

Therefore, in accordance with Section 14-7-2-1 et seq, ROA 1994, the following is my consultant selection recommendation concerning the procurement of professional services for the above listed project:

WHPacific Inc.

Mayor's Recommendation of WHPacific Inc. for Project No. 6564.00 Architectural On-Call Services for the Aviation Department at the Albuquerque International Sunport and the Double Eagle II Airport.

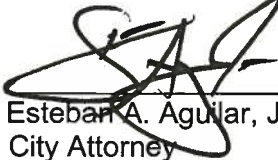
This recommendation is being forwarded for Council consideration and action.

Approved:



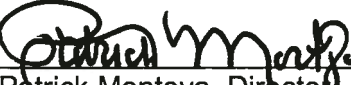
Sarita Nair, JD, MCRP Date
Chief Administrative Officer

Approved as to Legal Form:



Esteban A. Aguilar, Jr. Date
City Attorney

Recommended:

GR 9/24/19


Patrick Montoya, Director Date
Department of Municipal Development

MIM

Attachments:

Cover Analysis
Composite SAC Evaluation Form
Minutes of the SAC Meeting

Cover Analysis

1. What is it?

This Executive Communication is the Mayor's recommendation of WHPacific Inc. for architectural on-call services for various projects at either the Albuquerque International Sunport or at Double Eagle II Airport.

2. What will this project do?

Allow the Aviation Department to design and construct various projects at either the Albuquerque International Sunport or Double Eagle II Airport.

3. Why is this project needed?

The Aviation Department has a frequent need for design services on various small projects at both airports and this will allow expeditious implementation of these projects.

4. How much will it cost and what is the funding source?

The cost is to be negotiated on a task by task basis and funding will be from Aviation Department Fund 613, Activity Number 1175230.

5. What will happen if the project is not approved?

Should this not be approved, the department will not be able to provide timely implementation of smaller projects.

Composite Selection Advisory Committee Evaluation Form

Project No: 6564.00 Architectural On-Call Services for the Aviation Department at the Albuquerque International Sunport and the Double Eagle II Airport

DATE: 9/23/2019

Evaluation Criteria	Total Committee Points	Firm Name	Firm Name	Firm Name
		WHPacific Inc.	SMPC Architects	Jon Anderson Architecture
I. General Information (points available: 5) 1. Provide Name and Address of Respondent and, if firm, when firm was established. 2. Provide number of employees, technical discipline and registration. 3. Indicate where the services are to be performed.	25	23	24	23
II. Project Team Members (points available: 20) 1. Provide organization plan for management of the project. 2. Identify all consultants to be used on the project. 3. Provide qualifications of project team members shown in organization plan, including registration and membership in professional organizations. 4. Provide any unique knowledge of key team members relevant to the project.	75	61	63	53
III. Respondent Experience (points available: 30) 1. Describe previous projects of a similar nature, including client contact (with phone numbers), year services provided, construction cost (if applicable), and a narrative description of how they relate to this project. 2. Provide examples of the Project Manager's City experience within the past five (5) years that serve to demonstrate the the Project Manager's knowledge of City procedures.	150	130	131	108
IV. Technical Approach (points available: 30) 1. Describe respondent's understanding of the project scope. 2. Describe how respondent plans to perform the services required by the project scope. 3. Describe specialized problem solving required in any phase of the project.	125	105	104	90
V. Cost Control (points available: 5) 1. Describe cost control and cost estimating techniques to be used for this project. 2. Provide comparisons of bid award amount to final cost estimate for projects designed by the respondent during the past two (2) years. The consultant may provide justification for any discrepancies that may exist with this information.	75	58	61	58
VI. Quality and Content of Proposal (points available: 10) 1. Evaluator's rating of overall quality of proposal.	50	39	41	38
Total Possible Points	500	500	500	500
Total Points (Before Point Deductions)		416	424	370
Minus High and Low Scores Total		164	169	151
Total Points (Minus High and Low Scores)		252	255	219
Minus Point Deductions (If Applicable)		0	18	0
Sub-Total (All Applicable Deductions Applied)		252	237	219
Plus Tie Breaker Points (If Applicable)		0	0	0
SAC TOTAL SCORES		252	237	219
Plus Interview Scores		0	0	0
FINAL SCORES		252	237	219

Minutes of the Meeting
of the
Selection Advisory Committee
September 23, 2019

Room 7096, City County Government Center

**Architectural On-Call Services for the Aviation Department at the
Albuquerque International Sunport and the Double Eagle II Airport**

Project # 6564.00

Present:

Hartwell Briggs, PM, RA, Aviation Department
Jerry Francis, RA, Department of Municipal Development
Bud Ball, Aviation Department
John Stephens, Aviation Department
Mark Eshelman, RA, Transit Department

Others:

Sam Sterling Architecture
SMPC Architects
WHPacific Inc.

Staff:

Myrna Marquez, Administrator, Selection Advisory Committee
Betty Greenbaum, Recording Secretary

Four proposals were received in response to the Notice of Request for Proposals.

Project Description:

This project will provide architectural design and possible construction phase services to the Aviation Department for various on-call projects at either the Albuquerque International Sunport or Double Eagle II Airport.

Estimated Compensation: \$600,000.00

The Administrator called the meeting to order at 8:30a.m. to review responses to the project. She reminded the Committee members of the section of the Rules and Regulations regarding lobbying and asked if anyone would like to make a motion to discuss the issue further. No motion was forthcoming.

The Administrator asked each Committee member to comment on the proposal, but to withhold giving their scores until all discussions ended. Committee members said that some proposals didn't even mention airport work at all and some did not mention on-call work. Committee members reminded respondents that working at the airport is very unique and different than working anywhere else. Some committee members noted that some proposals didn't fully answer the questions for the proposal. Cost control was brought up by several committee members in that some proposals did not mention cost for their projects so that is not helpful when trying to score proposals. Committee members verbalized that small projects can oftentimes cost more than larger projects because usually small projects, by nature, occur where construction already exists and there lies the challenge of navigating around existing conditions as opposed to new construction. Several committee members mentioned that some proposals appeared to just use boilerplate language for their technical approach instead of having project specific language for this project.

The Administrator asked the Committee members to report their scores and she deleted the high scores and low scores and then totaled the proposal scores. Ties did not result but because the two highest scores were within 5% of each other, point deductions were applied.

The SAC Administrator continued with her meeting agenda and, as required, asked if any Committee member wanted to make a motion to conduct interviews. No motion was requested. The Administrator reminded the Committee and the respondents that the proposal scores would need to be verified prior to submitting the Committee's recommendation to the Mayor.

Final scores reported at the meeting were as follows:

Jon Anderson Architecture	219
SMPC Architects	237
Sam Sterling Architecture	213
WHPacific Inc.	252

In accordance with the Rules and Regulations, subject to verification of the scores, the following firms are the Committee's recommendation.

Jon Anderson Architecture SMPC Architects WHPacific Inc.

There being no further business before the Committee, the Administrator adjourned the meeting at 8:45a.m.



Myrna Marquez, Administrator
Selection Advisory Committee

cc: City Clerk