



CITY OF ALBUQUERQUE

Albuquerque, New Mexico
Office of the Mayor

EC-20-162

Timothy M. Keller, Mayor

INTER-OFFICE MEMORANDUM

DATE: May 11, 2020

TO: Patrick Davis, President, City Council

FROM: Timothy M. Keller, Mayor *TK*

SUBJECT: Mayor's Recommendation of Bohannon Huston Inc., Lee Engineering, and Souder Miller, & Associates for Engineering Consultants for City Wide On-Call Traffic Engineering

The Selection Advisory Committee (SAC) met via email on May 5, 2020 to consider the following project:

Project: Project No: 7020; Engineering Consultants City Wide On-Call Traffic Engineering

Agency: Department of Municipal Development

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

Project Description: Miscellaneous traffic engineering support on variety of projects around the City. Work could include traffic studies, traffic counts, signal designs, traffic calming designs, GIS data gathering and input, public meetings, safety studies, street designs, construction contract document preparation, and other engineering duties. Consultant must show that they have a depth and variety of technical and professional personnel to support most requests. These projects will require immediate scope and fee responses and quick achievement of project goals.

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

Bohannon Huston Inc. Lee Engineering Souder, Miller, & Associates

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

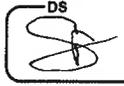
Therefore, in accordance with Section 14-7-2-1 et seq, ROA 1994, the following is my consultant selection recommendation concerning the procurement of professional services for the above listed project:

Bohannon Huston Inc. Lee Engineering Souder, Miller, & Associates

Mayor's Recommendation of Bohannan Huston Inc., Lee Engineering, and Souder, Miller, & Associates. for Project No: 7020; Engineering Consultants for City Wide On-Call Traffic Engineering.

This recommendation is being forwarded for Council consideration and action.

Approved:



9/17/20

Sarita Nair, JD, MCRP
Chief Administrative Officer

Date

Approved as to Legal Form:



Esteban A. Aguilar, Jr.
City Attorney

5/12/2020

Date

Recommended:

DocuSigned by:



5/12/2020

Patrick Montoya, Director
Department of Municipal Development

Date

05.11.2020

MIM

Attachments:

Cover Analysis
Composite SAC Evaluation Form
Minutes of the SAC Meeting

COVER ANALYSIS

1. What is it?

This is a request for proposal for engineering services for Traffic Operations Engineering. The engineering firm selected will perform various engineering services that Traffic Engineering will need to do counts and studies as requested by citizens and City Council.

2. What will this piece of legislation do?

- Provide designs for Traffic Engineering and traffic operational improvements
- Analyze traffic safety and congestion and make reports and recommendations
- Provide traffic study and traffic analysis to support the mission of the task orders
- Attend public meetings and make technical presentations on issues
- Support the engineering and planning missions of the Traffic Engineering Division

3. Why is this project needed?

- To quickly respond to various citizen, council and administrative requests for service

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

Funds will come from various GO Bond funds as appropriate to the specific project

5. Is there a revenue source associated with this contract? If so, what level of income is projected?

There are funding source for this project. Funding will come from various GO bonds and other sources associated with each task order.

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

- Citizen, Council and Administration expectations will not be met
- Opportunities to save money by coordinating with other projects will be lost
- Quick responses can enhance traffic safety and congestion management

7. Is this service already provided by another entity?

There are no other contract for engineering services that Traffic Engineering can used for signal timing and ITS related issued.

Composite Selection Advisory Committee Evaluation Form

Project No: 7020.00; City Wide On-Call Traffic Engineering

DATE: 5/11/20

Evaluation Criteria	Maximum Points	Firm Name		
		Bohannon Huston Inc.	Lee Engineering	Souder, Miller, & Associates
I. General Information 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	23.5	23.5	22
II. Project Team Members 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.	150	101.5	105	101
III. Respondent Experience 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	109	122.5	110
IV. Technical Approach 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.	100	98	104	103
V. Cost Control 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.	50	40	39	39
VI. Quality and Content of Proposal 1. Evaluator's rating of overall quality of proposal.	25	19	23	20
Total Possible Points		500	500	500
Total Points (Before Point Deductions)			391	417
Minus High and Low Scores Total			153	166
Total Points (Minus High and Low Scores)			238	251
Minus Point Deductions (If Applicable)			0	0
Sub-Total (All Applicable Deductions Applied)			238	251
Plus Tie Breaker Points (If Applicable)			0	0
SAC TOTAL SCORES			238	251
Plus Interview Scores			0	0
FINAL SCORES			238	233

Minutes of the Meeting
of the
Selection Advisory Committee
May 5, 2020

via Email

Engineering Consultants for City Wide On-Call Traffic Engineering

Project No. 7020

Present:

Manh Tran, PE, Project Manager, Department of Municipal Development
Tim Brown, PE, Department of Municipal Development
Ron Soto, Department of Municipal Development
Steven Woodall, PE, Department of Municipal Development
Alfred Flores, Department of Municipal Development

Staff:

Myrna Marquez, Administrator, Selection Advisory Committee

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

Project Description:

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Estimated Compensation \$ 500,000.00

The Administrator contacted the SAC Committee and RFP respondents on April 29, 2020 and advised them that this meeting would take place via email. She reminded the SAC Committee to have their scores and comments emailed to her by 2:30pm on May 5, 2020.

Members did not provide any comments on the proposals.
The Administrator collected the Committee members' scores and she deleted the high scores and low scores and then totaled the proposal scores. A tie resulted from the scores therefore one point was added to the respondent having the highest score dropped. At this point, the two highest scores were within 5% of each other therefore point deduction were applied. The Committee and respondents were advised of the final scores and the Administrator asked the

Committee if there was a motion for interviews; no motion was made. The Administrator verified the scores prior to submitting the Committee's recommendation to the Mayor.

Final scores reported via the email meeting were as follows:

Bohannan Huston Inc.	238
La Luz Engineering	216
Lee Engineering	251
Souder, Miller, & Associates	233
Wilson & Company	231

The Administrator informed the Committee of the following ranking of the firms based on their scores and subject to verification of Total Final Points:

Bohannan Huston Inc.	238
Lee Engineering	251
Souder, Miller, & Associates	233

There being no further business before the Committee, the Administrator adjourned the email meeting by emailing everyone the final scores on May 5, 2020 at 3:06 p.m.

Myrna Márquez

Myrna Marquez, Administrator
Selection Advisory Committee

cc: City Clerk