



EC-18-282
CITY OF ALBUQUERQUE

Albuquerque, New Mexico
Office of the Mayor

Timothy M. Keller, Mayor

INTER-OFFICE MEMORANDUM

DATE: December 7, 2018

TO: Klarissa J. Peña, President, City Council
FROM: Timothy M. Keller, Mayor *TK*
SUBJECT: Mayor's Recommendation of Molzen-Corbin & Associates for Engineering Consultant for Airfield Engineering On-Call Services for the Aviation Department at the Albuquerque International Sunport

The Selection Advisory Committee (SAC) met on December 7, 2018 to consider the following project:

Project: Project No. 3373.93 Engineering Consultant for Airfield Engineering On-Call Services for the Aviation Department at the Albuquerque International Sunport

Agency: Department of Municipal Development

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

Project Description: On-call engineering design and construction services to the Aviation Department for various airfield projects at the Albuquerque International Sunport including G1 relocation and Taxiway C fillets, East RON, Runway 8 and 12 realignment and the West Ramp reconstruction.

The Committee made the following recommendation:

1. Molzen-Corbin & Associates
2. WSP USA

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:

Molzen-Corbin & Associates

Mayor's Recommendation of Molzen-Corbin & Associates for Project No. 3373.93 Engineering Consultant for Airfield Engineering On-Call Services for the Aviation Department at the Albuquerque International Sunport.

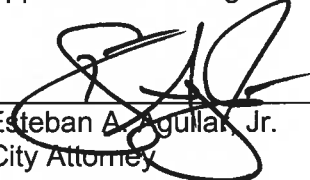
This recommendation is being forwarded for Council consideration and action.

Approved:



Sarita Nair, JD, MCRP Date
Chief Administrative Officer 12/14/18

Approved as to Legal Form:



Esteban A. Aguilar, Jr. Date
City Attorney 12-12-2018

Recommended:



Patrick Montoya, Director Date
Department of Municipal Development 12/12/18

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 Molzen-Corbin & Associates for Airfield Engineering On-Call Services for the Aviation Department at the Albuquerque International Sunport.

2. What will this piece of legislation do?

This piece of legislation will provide on-call airfield engineering design and construction services to the Aviation Department for various airfield projects at the Albuquerque International Sunport including G1 relocation and Taxiway C fillets, East RON, Runway 8 and 12 realignment and the West Ramp reconstruction. It will also allow the Aviation Department to design and construct various airfield projects at the Albuquerque International Sunport.

3. Why is this project needed?

The Aviation Department has a frequent need for design services on various FAA and airport capital funded projects 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 project by project basis and funding will be from Aviation Department Fund 613.

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 airfield projects.

Composite Selection Advisory Committee Evaluation Form

**Project No: 3373.93 Engineering Consultant for Airfield Engineering On-Call Services
for the Aviation Department at the Albuquerque International Sunport**

DATE: 12/7/2018

Evaluation Criteria	Maximum Points	Firm Name	Firm Name	Firm Name
		Molzen-Corbin & Associates	WSP USA	
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	18	0
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.	75	67	55	0
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	142	116	0
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.	125	116	103	0
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.	75	65	58	0
VI. Quality and Content of Proposal 1. Evaluator's rating of overall quality of proposal.	50	39	39	0
Total Possible Points	500	500	500	0
Total Points (Before Point Deductions)		452	389	0
Minus High and Low Scores Total		184	155	0
Total Points (Minus High and Low Scores)		268	234	0
Minus Point Deductions (If Applicable)		0	0	0
Sub-Total (All Applicable Deductions Applied)		268	234	0
Plus Tie Breaker Points (If Applicable)		0	0	0
SAC TOTAL SCORES		268	234	0
Plus Interview Scores		0	0	0
FINAL SCORES		268	234	0

Minutes of the Meeting
of the
Selection Advisory Committee
December 7, 2018

Room 7096, City County Government Center

**Engineering Consultant for Airfield Engineering On-Call Services for the
Aviation Department at the Albuquerque International Sunport**

Project # 3373.93

Present:

Jim Hinde, PM, Aviation Department
Jack Scherer, Aviation Department
Paula Dodge-Kwan, PE, Department of Municipal Development
John MacKenzie, PE, Department of Municipal Development
Savannah Torres, PE, Project Manager, Department of Municipal Development

Others:

WSP
Molzen-Corbin

Staff:

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

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

Project Description:

On-call engineering design and construction services to the Aviation Department for various airfield projects at the Albuquerque International Sunport including G1 relocation and Taxiway C fillets, East RON, Runway 8 and 12 realignment and the West Ramp reconstruction.

Estimated Compensation: \$2,900,000.00

The Administrator called the meeting to order at 9:00a.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. Members thanked the respondents for their interest in the project and said both proposals were good overall. Committee members reminded respondents to follow the proposal format requested in the legal ad and added that proposals are scored based on the headings and categories identified in the legal ad.

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. Because the scores were not within 5% of each other, point deductions were not applied. The Committee was advised of the final scores. The Administrator stated that the proposal scores would be verified prior to submitting the Committee's recommendation to the Mayor.

Final scores reported at the meeting are as follows:

Molzen-Corbin & Associates	268
WSP USA	234

The Administrator asked if any Committee member wanted to make a motion to conduct interviews. No motion was made to do so.

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

1. Molzen-Corbin & Associates
2. WSP USA

There being no further business before the Committee, the Administrator adjourned the meeting at 9:10a.m.



Myrna Marquez, Administrator
Selection Advisory Committee

cc: City Clerk