



CITY OF ALBUQUERQUE

Albuquerque, New Mexico
Office of the Mayor

EC-19-289

Timothy M. Keller, Mayor

INTER-OFFICE MEMORANDUM

DATE: December 5, 2018

TO: Klarissa J. Peña, President, City Council
FROM: Timothy M. Keller, Mayor *TK*
SUBJECT: Mayor's Recommendation of Lee Engineering, LLC for Engineering Consultants for City of Albuquerque Flash Flood Warning System

The Selection Advisory Committee (SAC) met on November 27, 2018 to consider the following project:

Project: Project No. 5015.04 Engineering Consultants for City of Albuquerque Flash Flood Warning System

Agency: Department of Municipal Development

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

Project Description: Design and construction oversight of a Flash Flood Warning System within various parks and arroyos around the city. All basic services will be required including programming, schematic design, design development, construction documents, and construction administration. Previous project team experience for multiple projects in the design of Flash Flood Warning Systems is required. Specific experience should include early flood warning systems, rainfall measurement systems, and software management systems.

The Committee made the following recommendation:

1. Lee Engineering, LLC
2. West Consultants, 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:

Lee Engineering, LLC

Mayor's Recommendation of Lee Engineering, LLC for Project No. 5015.04 Engineering Consultants for City of Albuquerque Flash Flood Warning System.

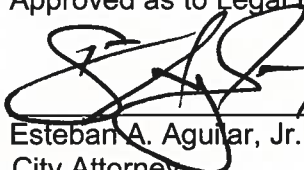
This recommendation is being forwarded for Council consideration and action.

Approved:

 12/26/18

Sarita Nair, JD, MCRP Date
Chief Administrative Officer

Approved as to Legal Form:

 12-11-18

Esteban A. Aguilar, Jr. Date
City Attorney



Recommended:

 12-5-18

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?

A Request for Proposals for Engineering Consultants.

2. What will this piece of legislation do?

This piece of legislation will allow approve the selection of a qualified consultant to help us with the design and construction of a Flash Flood Warning System.

3. Why is this project needed?

The City of Albuquerque experiences very short duration, high intensity rain storms. This Flash Flood Warning System will provide warning to citizens in various parks and arroyos when flash floods may appear in the area, providing them with an opportunity to evacuate.

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

Approximately \$100,000 (GO Bonds)

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

No, there is not a revenue source associated with this contract.

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

City of Albuquerque will not be able to implement its first Flash Flood Warning System.

7. Is this service already provided by another entity?

No

Composite Selection Advisory Committee Evaluation Form

Project No. 5015.04 Engineering Services for City of Albuquerque Flash Flood Warning System

DATE: 11/27/2018

Evaluation Criteria	Maximum Points	Firm Name	Firm Name	Firm Name
		Lee Engineering	West Consultants	
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.	20	20	10	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.	100	87	84	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.	140	118	118	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.	80	71	66	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.	40	36	19	0
VI. Quality and Content of Proposal 1. Evaluator's rating of overall quality of proposal.	20	19	13	0
Total Possible Points		400	400	400
Total Points (Before Point Deductions)		351	310	0
Minus High and Low Scores Total		178	156	0
Total Points (Minus High and Low Scores)		173	154	0
Minus Point Deductions (If Applicable)		0	0	0
Sub-Total (All Applicable Deductions Applied)		173	154	0
Plus Tie Breaker Points (If Applicable)		0	0	0
SAC TOTAL SCORES		173	154	0
Plus Interview Scores		0	0	0
FINAL SCORES		173	154	0

Minutes of the Meeting
of the
Selection Advisory Committee
November 27, 2018

Room 7096, City County Government Center

Engineering Consultants for City of Albuquerque Flash Flood Warning System

Project # 5015.04

Present:

Savannah Torres, PE, Project Manager, Department of Municipal Development
Paula Dodge-Kwan, PE, Department of Municipal Development
Kathleen Verhage, PE, Department of Municipal Development
Mark Motsko, Department of Municipal Development

Others:

West Consultants
Wilson & Company
Lee Engineering, LLC
Johnny Chandler, DMD
Dustin Davidson, DMD

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:

Design and construction oversight of a Flash Flood Warning System within various parks and arroyos around the city. All basic services will be required including programming, schematic design, design development, construction documents, and construction administration. Previous project team experience for multiple projects in the design of Flash Flood Warning Systems is required. Specific experience should include early flood warning systems, rainfall measurement systems, and software management systems.

Estimated Compensation: \$400,000.00

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.

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; nevertheless, point deductions were not applicable for these two respondents. 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:


Lee Engineering, LLC	173
West Consultants, Inc.	154

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. Lee Engineering, LLC
2. West Consultants, Inc.

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