



EC-19-290
CITY OF ALBUQUERQUE

Albuquerque, New Mexico
Office of the Mayor

Timothy M. Keller, Mayor

INTER-OFFICE MEMORANDUM

DATE: December 5, 2018

TO: Klarissa J. Peña, President, City Council
FROM: Timothy M. Keller, Mayor *R*
SUBJECT: Mayor's Recommendation of T.Y. Lin International Group for Engineering Consultants for On-Street Bicycle Facility Design On-Call

The Selection Advisory Committee (SAC) met on November 19, 2018 to consider the following project:

Project: Project No. 7589 Engineering Consultants for On-Street Bicycle Facility Design On-Call

Agency: Department of Municipal Development

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

Project Description: Miscellaneous engineering analyses and planning studies on a variety of on-street bicycle facility projects throughout the City. Work could include data collection, studies, reports, surveying, public meetings, preparation of conceptual plans and estimates, and other related documents.

The Committee made the following recommendation:

1. T.Y. Lin International Group
2. Bohannon Huston, Inc.
3. Wilson & Company

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:

T.Y. Lin International Group

Mayor's Recommendation of T.Y. Lin International Group for Project No. 7589 Engineering Consultants for On-Street Bicycle Facility Design On-Call.


This recommendation is being forwarded for Council consideration and action.

Approved:




Sarita Nair, JD, MCRP 12/26/18
Chief Administrative Officer Date

Approved as to Legal Form:



Esteban A. Aguilar, Jr. 12-11-18
City Attorney Date

Recommended:



Patrick Montoya, Director 12/4/18
Department of Municipal Development Date

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 T. Y. Lin International Group for professional engineering for on-street bicycle facility design on-call.

2. What will this piece of legislation do?

This piece of legislation will allow for engineering design and analysis to be performed specifically related to on-street bicycle facilities and or bicycle studies.

3. Why is this project needed?

Currently, there is available funding from the New Mexico Department of Transportation which must be spent within a specific period of time. The availability of a consultant with specific professional knowledge of on-street bicycle design is needed to assist and support engineering in planning and design efforts in order to spend available federal funding timely and in accordance with the approved scope of the funding.

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

\$500,000 is currently awarded Federal funding distributed through the New Mexico Department of Transportation specifically for bicycle facilities and activities.

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

No revenue source is associated with this contract.

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

On-street bicycle related tasks, projects, and/or specific requests for information from the public/311/Greater Albuquerque Bicycle Advisory Committee members, will not be able to be processed in a timely manner and the federal funds will expire.

7. Is this service already provided by another entity?

This service is not provided by another City entity.

Composite Selection Advisory Committee Evaluation Form

Project No. 7589.00 Engineering for On-Street Bicycle Facility Design On-Call

DATE: 11/19/2018

Evaluation Criteria	Maximum Points	Firm Name	Firm Name	Firm Name
		T.Y. Lin International Group	Bohannon Huston, Inc.	Wilson & Company
I. General Information				
1. Provide Name and Address of Respondent and, if firm, when firm was established.	25	24	25	24
2. Provide number of employees, technical discipline and registration.				
3. Indicate where the services are to be performed.				
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.	125	115	118	115
4. Provide any unique knowledge of key team members relevant to the project.				
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.	150	134	132	124
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.				
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.	100	90	88	87
3. Describe specialized problem solving required in any phase of the project.				
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	69	63	69
VI. Quality and Content of Proposal				
1. Evaluator's rating of overall quality of proposal.	25	23	24	24
Total Possible Points	500	500	500	500
Total Points (Before Point Deductions)		455	450	443
Minus High and Low Scores Total		181	181	178
Total Points (Minus High and Low Scores)		274	269	265
Minus Point Deductions (If Applicable)		0	0	0
Sub-Total (All Applicable Deductions Applied)		274	269	265
Plus Tie Breaker Points (If Applicable)		0	0	0
SAC TOTAL SCORES		274	269	265
Plus Interview Scores		0	0	0
FINAL SCORES		274	269	265

Minutes of the Meeting
of the
Selection Advisory Committee
November 19, 2018

Room 7096, City County Government Center

Engineering Consultants for On-Street Bicycle Facility Design On-Call

Project # 7589.00

Present:

Josef Jansen, Project Manager, Department of Municipal Development
Debbie Bauman, Department of Municipal Development
Paula Dodge-Kwan, PE, Department of Municipal Development
David Harrison, PE, Department of Municipal Development
Tim Brown, PE, Department of Municipal Development

Others:

Wilson & Company
Bohannon Huston
T.Y. Linn International Group
KSA Engineers Inc.

Staff:

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

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

Project Description:

Miscellaneous engineering analyses and planning studies on a variety of on-street bicycle facility projects throughout the City. Work could include data collection, studies, reports, surveying, public meetings, preparation of conceptual plans and estimates, and other related documents.

Estimated Compensation: \$500,000.00

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 all the proposals were good overall.

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 two highest scores were not within 5% of each other, point deductions were not applied. The Committee was advised of the final scores according to these 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:


Bohannan Huston, Inc.	269
Huitt-Zollars Inc.	240
KSA Engineers Inc.	244
T.Y. Lin International Group	274
Wilson & Company	265

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. T. Y. Lin International
2. Bohannan Huston, Inc.
3. Wilson and Company

There being no further business before the Committee, the Administrator adjourned the meeting at 9:15a.m.



Myrna Marquez, Administrator
Selection Advisory Committee

cc: City Clerk