



EC-19-326

CITY OF ALBUQUERQUE

Albuquerque, New Mexico

Office of the Mayor

Timothy M. Keller, Mayor

INTER-OFFICE MEMORANDUM

DATE: OCTOBER 18, 2018

TO: Klarissa Peña, President, City Council

FROM: Timothy M. Keller, Mayor *TK*

SUBJECT: Mayor's Recommendation of RESPEC for Citywide On-Call Engineering Services For Hydrology, Hydraulics and Storm Drainage

The Selection Advisory Committee (SAC) met on October 18, 2018 to consider the following project:

Project: Project No. 5001.07 Citywide On-Call Engineering Services for Hydrology, Hydraulics and Storm Drainage.

Agency: Department of Municipal Development

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

Project Description: Hydrology, Hydraulics and Storm Drainage firms to provide on-call services for a variety of planning and design projects on a city-wide basis. Required services include hydrology, hydraulics and storm drainage, DAR'S, studies and analyses, pre-design, design and construction phase services.

The Committee made the following recommendation:

1. RESPEC
2. Bohannon Huston, Inc.
3. WHPacific

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:

RESPEC

Mayor's Recommendation of RESPEC for Project # 5001.07 Citywide On-Call Engineering Services for Hydrology, Hydraulics and Storm Drainage


This recommendation is being forwarded for Council consideration and action.

Approved:



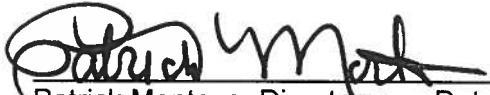
Sarita Nair, JD, MCRP Date
Chief Administrative Officer

Approved as to Legal Form:



Esteban A. Aguilar, Jr. Date
City Attorney

Recommended:



Patrick Montoya, Director Date
Department of Municipal Development

GPS

MM

Attachments:

Cover Analysis
Composite SAC Evaluation Form
Minutes of the SAC Meeting

Cover Analysis

1. What is it?

The selected firm will provide on-call services for a variety of planning and design projects on a city-wide basis. Required services include hydrology, hydraulics and storm drainage, DAR'S, studies and analyses, pre-design, design, and construction phase services.

2. What will this piece of legislation do?

City-wide on-call studies and design will mitigate, contain storm water and reduce the potential for flooding in the areas of the City of Albuquerque.

3. Why is this project needed?

This project is needed to do various timely city- wide on-call work/tasks in the fields of Hydrology, Hydraulics and Storm Drainage.

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

The on-call contract funding is \$500,000.00.

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

No.

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

If the project is not approved the ability to mitigate, contain storm water, and reduce the potential for flooding will be delayed.

7. Is this service already provided by another entity?

No.

Composite Selection Advisory Committee Evaluation Form

PROJECT NO. 5001.07-OC HYDROLOGY, HYDRAULICS AND STORM DRAINAGE

DATE: 10/18/2018

Evaluation Criteria	Maximum Points	Firm Name	Firm Name	Firm Name
		RESPEC	BOHANNAN	WHPacific
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	19	19	19
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.	80	74	73	75
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	119	117	117
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.	120	104	100	96
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.	20	18	17	19
VI. Quality and Content of Proposal 1. Evaluator's rating of overall quality of proposal.	20	19	19	19
Total Possible Points		400	400	400
Total Points (Before Point Deductions)		353	345	345
Minus High and Low Scores Total		175	172	174
Total Points (Minus High and Low Scores)		178	173	171
Minus Point Deductions (If Applicable)				6
Sub-Total (All Applicable Deductions Applied)		178	173	165
Plus Tie Breaker Points (If Applicable)				
SAC TOTAL SCORES		178	173	165
Plus Interview Scores				
FINAL SCORES		178	173	165

Minutes of the Meeting
of the
Selection Advisory Committee

October 18, 2018

Room 7096, City County Government Center

CITY WIDE ON-CALL ENGINEERING SERVICE FOR
HYDROLOGY, HYDRAULICS AND STORM DRAINAGE

PROJECT # 5001.07

Present:

Shellie Eaton, PE, Project Manager, Department of Municipal Development
Paula Dodge-Kwan, PE, Division manager, Department of Municipal Development
Moby Mirza, Department of Municipal Development
Kathy Verhage, PE, Department of Municipal Development

Others:

AECOM
Bohannon Huston, Inc.
KSA Engineering
RESPEC.
Smith Engineering
WHPacific

Staff:

Mark Motsko, Interim Administrator, Selection Advisory Committee
Betty Greenbaum, Recording Secretary

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

PROJECT DESCRIPTION:

Hydrology, Hydraulics and Storm Drainage firms to provide on-call services for a variety of planning and design projects on a city-wide basis. Required services include hydrology, hydraulics and storm drainage, DAR's, studies and analyses, pre-design, design and construction phase services,

Estimated Compensation: **\$500,000.00**

The Administrator called the meeting to order at 9:00a.m. to review responses to the project. He 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 the Project Manager if she wished to provide any additional information pertinent to the project. The Project Manager thanked the respondents and re-iterated the importance of following the evaluation criteria.

The Administrator asked each Committee member to comment on the proposals, but to withhold giving their scores for each proposal until all discussions have ended. Members stated that all responding firms were well qualified.

The Administrator asked the Committee members to report their scores. The Administrator deleted the high score and low score and then totaled each proposal score. The Committee was advised of the final scores and of the ranking according to these scores. The Administrator stated that the proposal scores would be verified prior to submitting the Committee's recommendations to the Mayor. Scores reported at the meeting are as follows:


AECOM	162
Bohannan Huston	173
Golder Associate	141
KSA Engineering	158
RESPEC	178
Smith Engineering	152
WHPacific	165

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 three firms are the Committee's recommendation as ranked by the final scores.

- 1, RESPEC
2. Bohannan Huston
3. WHPacific

There being no further business before the Committee, the Administrator adjourned the meeting at 9:07am.



Mark Motsko, Interim Administrator
Selection Advisory Committee

cc: City Clerk