



EC-20-2

CITY OF ALBUQUERQUE

Albuquerque, New Mexico
Office of the Mayor

Timothy M. Keller, Mayor

INTER-OFFICE MEMORANDUM

DATE: December 19, 2019

TO: Klarissa J. Peña, President, City Council
FROM: Timothy M. Keller, Mayor *R*
SUBJECT: Mayor's Recommendation of HDR Engineering Inc., and Parametrix, and RESPEC Inc. for City Wide On-Call Engineering Services (Transportation and Storm Drainage)

The Selection Advisory Committee (SAC) met on October 7, 2019 to consider the following project:

Project: Project No: 6097.00 City Wide On-Call Engineering Services (Transportation and Storm Drainage)

Agency: Department of Municipal Development

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

Project Description: The scope of work may include miscellaneous transportation engineering and storm drainage support on a variety of projects throughout the city. Work could include studies, reports, surveying, testing, public meetings, street and/or landscape design, traffic engineering, hydrology projects, bicycle facility design, and preparation of plans, specifications, estimates, construction contract documents, construction management and other related tasks. Consultant must show that they have a depth and variety of technical and professional personnel to support most requests. Work will require fast-track responses.

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

HDR Engineering, Inc.

Parametrix

RESPEC 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:

HDR Engineering, Inc.

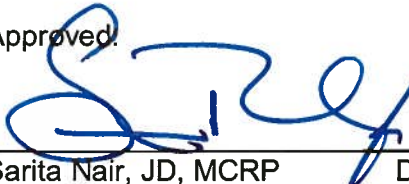
Parametrix

RESPEC Inc.

Mayor's Recommendation of HDR Engineering, Inc., and Parametrix, and RESPEC Inc. for Project No: 6097.00 City Wide On-Call Engineering Services (Transportation and Storm Drainage)

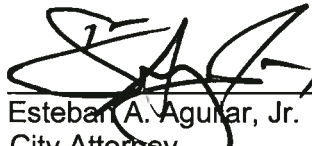
This recommendation is being forwarded for Council consideration and action.

Approved:



Sarita Nair, JD, MCRP Date
Chief Administrative Officer 12-24-19

Approved as to Legal Form:



Esteban A. Aguilar, Jr. Date
City Attorney 12-23-19

Recommended:



Patrick Montoya, Director Date
Department of Municipal Development 12/20/19 @ 12/20/19

MIM

Attachments:

Cover Analysis
Composite SAC Evaluation Form
Minutes of the SAC Meeting

Composite Selection Advisory Committee Evaluation Form

Project No. 6097.00 City Wide On-Call Engineering Services (Transportation and Storm Drainage)

DATE: 10/7/2019

Evaluation Criteria	Maximum Points	Firm Name	Firm Name	Firm Name
		RESPEC Inc.	HDR Engineering Inc.	Parametrix
I. General Information				
1. Provide Name and Address of Respondent and, if firm, when firm was established.	25	24	24	23
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	113	112	114
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	126	117	121
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	86	84	81
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	63	61	61
VI. Quality and Content of Proposal				
1. Evaluator's rating of overall quality of proposal.	25	24	23	21
Total Possible Points	500	500	500	500
Total Points (Before Point Deductions)		436	421	421
Minus High and Low Scores Total		172	166	168
Total Points (Minus High and Low Scores)		264	255	253
Minus Point Deductions (If Applicable)		0	0	0
Sub-Total (All Applicable Deductions Applied)		264	255	253
Plus Tie Breaker Points (If Applicable)		0	0	0
SAC TOTAL SCORES		264	255	253
Plus Interview Scores		0	0	0
FINAL SCORES		264	255	253

Cover Analysis

1. What is it?

This is a city-wide on-call contract for engineering services for both transportation and storm drainage design.

2. What will this piece of legislation do?

This legislation will approve the engineering firm to provide engineering services for both transportation and storm drainage divisions of Municipal Development

3. Why is this project needed?

This project is needed because previous on-call projects are nearing capacity and new on-call services are needed to support the Engineering Division.

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

The maximum compensation is \$500,000 and funding sources will vary by task, including local, state and federal monies.

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 this project is not approved, the Engineering Division will not have capacity to provide small-scale design services.

7. Is this service already provided by another entity?

Yes, this service is currently provided by another entity. The current contracts, however, are nearing fulfillment and will not be available indefinitely.

Minutes of the Meeting
of the
Selection Advisory Committee
October 7, 2019

Room 7096, City County Government Center

City Wide On-Call Engineering Services (Transportation and Storm Drainage)

Project # 6097.00

Present:

Jill Cuppernell, PM, Department of Municipal Development
Paula Dodge-Kwan, PE, Department of Municipal Development
John MacKenzie, PE, Department of Municipal Development
Savannah Torres, PE, Department of Municipal Development
Debbie Bauman, Department of Municipal Development

Others:

Molzen-Corbin & Associates, Inc.
WHPacific, Inc.
Smith Engineering Company
T.Y. Lin International
HDR Engineering, Inc.
Bohannon Huston, Inc.
Parametrix
WSP USA, Inc.
Wilson & Company, Inc. Engineers & Associates
RESPEC Inc.

Staff:

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

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

Project Description:

The scope of work may include miscellaneous transportation engineering and storm drainage support on a variety of projects throughout the city. Work could include studies, reports, surveying, testing, public meetings, street and/or landscape design, traffic engineering, hydrology projects, bicycle facility design, and preparation of plans, specifications, estimates, construction contract documents, construction management and other related tasks. Consultant must show that they have a depth and variety of technical and professional personnel to support most requests. Work will require fast-track responses.

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. Committee members thanked the respondents for their efforts and mentioned that they were pleasantly surprised at the quantity of proposals and complimented the quality of their proposals. Committee members said that all the firms are qualified to do the work and encouraged firms to continue proposing on City work even if they are not awarded this particular contract.

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. Ties did not result and because Federal funding is part of this project, point deductions were not applied.

The SAC Administrator continued with her meeting agenda and, as required, asked if any Committee member wanted to make a motion to conduct interviews. No motion was requested. The Administrator reminded the Committee and the respondents that the proposal scores would need to be verified prior to submitting the Committee's recommendation to the Mayor.

Final scores reported at the meeting were as follows:

Bohannon Huston, Inc.	237
HDR Engineering, Inc.	255
Huitt-Zollars, Inc.	224
Molzen-Corbin & Associates, Inc.	241
Parametrix	253
RESPEC Inc.	264
Smith Engineering Company	239
T.Y. Lin International	236
WHPacific, Inc.	252
WSP USA	251
Wilson & Company, Inc. Engineers & Associates	233

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

HDR Engineering, Inc.

Parametrix

RESPEC Inc.

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