

EC-20-233

**CITY OF ALBUQUERQUE**

Albuquerque, New Mexico  
Office of the Mayor

Timothy M. Keller, Mayor

**INTER-OFFICE MEMORANDUM**

**DATE: September 10, 2020**

**TO:** Patrick Davis, President, City Council

**FROM:** Timothy M. Keller, Mayor

**SUBJECT:** Mayor's Recommendation of Huitt-Zollars for Engineering Consultants for University Boulevard at Lomas Boulevard Reconstruction

The Selection Advisory Committee (SAC) met via email on September 10, 2020 to consider the following project:

*Project:* Project No: 7246.92; Engineering Consultants for University Boulevard at Lomas Boulevard Reconstruction

*Agency:* Department of Municipal Development

One proposal was received in response to the Request for Proposals.

**Project Description:** The scope of the project includes the design and construction of roadway improvements for the intersection of University Boulevard at Lomas Boulevard NE. The required infrastructure consists of paving, signing and striping, curb and gutter, ADA compliant sidewalk and curb ramps, traffic signal design, storm drain improvements, ITS connection, geometric reconfigurations, full concrete reconstruction of intersection, median design, pavement rehabilitation, and street lighting. The project will require geotechnical testing, pavement evaluation, utility coordination, traffic analysis, drainage analysis, public involvement, and right-of-way acquisition. (Approximately 1300 feet along University and 1000 feet along Lomas)

The Committee made the following recommendation:

Huitt-Zollars

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:


**Huitt-Zollars**

Mayor's Recommendation of Huitt-Zollars for Project No: 7246.92; Engineering Consultants for

University Boulevard at Lomas Boulevard Reconstruction

This recommendation is being forwarded for Council consideration and action.

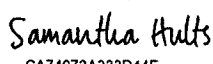
Approved:

 12/30/20

Sarita Nair, JD, MCRP Date  
Chief Administrative Officer

Approved as to Legal Form:

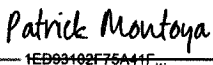
DocuSigned by:

 9/11/2020 | 9:56 AM MD

Esteban A. Aguilar, Jr. Date  
City Attorney

Recommended:

DocuSigned by:

 AV

Patrick Montoya, Director Date  
Department of Municipal Development

9/10/2020 | 12:46 PM PDT

MIM

Attachments:

Cover Analysis  
Composite SAC Evaluation Form  
Minutes of the SAC Meeting

## **Cover Analysis**

### **1. What is it?**

A request for Professional Engineering Services.

### **2. What will this piece of legislation do?**

This will procure a contract for the engineering design of improvements at the intersection of University Boulevard and Lomas Boulevard.

### **3. Why is this project needed?**

This project is needed to address concerns related to aging infrastructure at this high-volume intersection.

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

The construction is anticipated to cost approximately \$1,500,000.00. The funding source is identified and appropriated from the 2013 GO Bond.

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

There is no revenue source associated with this agreement.

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

If the project is not approved, the subject intersection will fall into further disarray leading to increased burdens for drivers and pedestrians.

### **7. Is this service already provided by another entity?**

No other entity provides these services for the City of Albuquerque.

## Composite Selection Advisory Committee Evaluation Form

**Project No: 7246.92; Engineering Consultants for University Blvd at Lomas Blvd Reconstruction**
**DATE: 9/10/20**

Evaluation Criteria	Maximum Points	Firm Name	Firm Name	Firm Name
		Huitt-Zollars		
<b>I. General Information</b> 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	25	0	0
<b>II. Project Team Members</b> 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.	125	103	0	0
<b>III. Respondent Experience</b> 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	125	0	0
<b>IV. Technical Approach</b> 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	108	0	0
<b>V. Cost Control</b> 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.	50	39	0	0
<b>VI. Quality and Content of Proposal</b> 1. Evaluator's rating of overall quality of proposal.	25	22	0	0
Total Possible Points	500	500		
Total Points (Before Point Deductions)		422	0	0
Minus High and Low Scores Total		167		
Total Points (Minus High and Low Scores)		255	0	0
Minus Point Deductions (If Applicable)		0	0	0
Sub-Total (All Applicable Deductions Applied)		255	0	0
Plus Tie Breaker Points (If Applicable)		0	0	0
<b>SAC TOTAL SCORES</b>		<b>255</b>	<b>0</b>	<b>0</b>
Plus Interview Scores		0	0	
<b>FINAL SCORES</b>		<b>255</b>	<b>0</b>	<b>0</b>

Minutes of the Meeting  
of the  
Selection Advisory Committee  
September 10, 2020

via Email

**Engineering Consultants for University Boulevard at Lomas Boulevard  
Reconstruction**

**Project No. 7246.92**

**Present:**

Eric Michalski, PM, Department of Municipal Development  
Dave Harrison, PE, Department of Municipal Development  
Paula Dodge-Kwan, PE, Department of Municipal Development  
Tim Brown, PE, Department of Municipal Development  
Abe Bortz-Johnson, Department of Municipal Development

**Staff:**

Myrna Marquez, Administrator, Selection Advisory Committee

One proposal was received in response to the Request for Proposals.

**Project Description:**

This scope of the project includes the design and construction of roadway improvements for the intersection of University Boulevard at Lomas Boulevard NE. The required infrastructure consists of paving, signing and striping, curb and gutter, ADA compliant sidewalk and curb ramps, traffic signal design, storm drain improvements, ITS connection, geometric reconfigurations, full concrete reconstruction of intersection, median design, pavement rehabilitation, and street lighting. The project will require geotechnical testing, pavement evaluation, utility coordination, traffic analysis, drainage analysis, public involvement, and right-of-way acquisition. (Approximately 1300 feet along University and 1000 feet along Lomas)

**Approximate Construction Cost**                      \$ 3,000,000.00

The Administrator contacted the SAC Committee and RFP respondents on September 8, 2020 and advised them that this meeting would take place via email. She sent an Outlook invitation to reminded the SAC Committee to have their scores and comments emailed to her by 11:00am on September 10, 2020.

The SAC Committee noted that the respondent could have used a little more in the key members section along with a little more structure seen in the rest of the document. The projects noted were very relevant and that was appreciated. The proposal flowed well overall,

and gave a good step by step on how the respondent will go about addressing the main elements of this project. It was noted that an example of how the respondent identified issues that caused delays in the past would be reassuring.

The Administrator collected the Committee members' scores and she deleted the high score and low score and then totaled the proposal score.

There was not a tie and because this project is Federally funded, point deductions were not applied. The Committee and respondents were advised of the final scores and the Administrator asked the Committee if there was a motion for interviews. Committee members did not make a motion for interviews. The SAC Administrator said she would verify the scores before making the Committee's recommendation to the Mayor.

Final scores reported via the email meeting were as follows:

Huitt-Zollars	255
---------------	-----

The Administrator informed the Committee of the following ranking of the firm based on its scores and subject to verification of Total Final Points:

Huitt-Zollars	255
---------------	-----

There being no further business before the Committee, the Administrator adjourned the email meeting by emailing everyone the final scores on September 10, 2020 at 12:23 p.m.

*Myrna Márquez*

Myrna Marquez, Administrator  
Selection Advisory Committee

cc: City Clerk