




Mayor Timothy M. Keller

CITY OF ALBUQUERQUE
Albuquerque, New Mexico
Office of the Mayor

INTER-OFFICE MEMORANDUM

DATE: June 23, 2021

TO: Cynthia Borrego, President, City Council
FROM: Timothy M. Keller, Mayor 
SUBJECT: Mayor's Recommendation of Architectural Consultants for On-Call Architectural Services for the Aviation Department at the Albuquerque International Sunport and the Double Eagle II Airport

The Selection Advisory Committee corresponded via email on June 23, 2021 to consider the following project.

Project: Project No: 7775.00; Architectural Consultants for On-Call Architectural Services for the Aviation Department at the Albuquerque International Sunport and the Double Eagle II Airport

Agency: Department of Municipal Development

Project Description: To provide architectural design and possible construction phase services for the Aviation Department for various on-call projects at either the Albuquerque International Sunport or Double Eagle II Airport.

The Committee made the following recommendation:

Dekker/Perich/Sabatini

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:


Dekker/Perich/Sabatini

Mayor's Recommendation of Dekker/Perich/Sabatini for Project No: 7775.00; Architectural Consultants for On-Call Architectural Services for the Aviation Department at the Albuquerque International Sunport and the Double Eagle II Airport.

This recommendation is being forwarded for Council consideration and action.

Approved:

Approved as to Legal Form:



Sarifa Nair
Chief Administrative Officer


10/26/21

Date

DocuSigned by:
Esteban A. Aguilar, Jr. 6/23/2021 | 2:49 PM MDT
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Esteban A. Aguilar, Jr. Date
City Attorney

Recommended:

DocuSigned by:


Patrick Montoya, Director Date
Department of Municipal Development

6/23/2021 | 1:48 PM PDT

DS
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MIM

Attachments:

- Cover Analysis
- Composite SAC Evaluation Form
- Minutes of the SAC Meeting

Cover Analysis

1. What is it?

This is a request for an Architectural firm to provide On-Call services for various projects at either the Albuquerque International Sunport or Double Eagle II Airport.

2. What will this project do?

This project will allow the Aviation Department to design and construct various projects at either the Albuquerque International Sunport or Double Eagle II Airport.

3. Why is this project needed?

This project is needed because the Aviation Department has a frequent need for design services on various small projects at both airports and this will allow expeditious implementation of these projects.

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

The cost of the project is to be negotiated on a task by task basis and funding will be from Aviation Department Fund 613, Activity Number 1175230.

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

Should this not be approved, the Department will not be able to provide timely implementation of smaller projects.

Composite Selection Advisory Committee Evaluation Form

Project No: 7775.00; On-Call Architectural Services for the Aviation Department at the Albuquerque International Sunport and the Double Eagle II Airport

DATE: 6/23/21

Evaluation Criteria	Maximum Points	Firm Name	Firm Name	Firm Name
		Dekker/Perich/Sabatini	Donald Dudley Architect	SMPC Architects
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.	25	24	21	24
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.	75	61	55	63
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.	150	125	110	124
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.	125	98	97	111
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	64	64	60
VI. Quality and Content of Proposal 1. Evaluator's rating of overall quality of proposal.	50	46	42	44
Total Possible Points		500	500	500
Total Points (Before Point Deductions)		418	389	426
Minus High and Low Scores Total		168	154	172
Total Points (Minus High and Low Scores)		250	235	254
Minus Point Deductions (If Applicable)		0	0	20
Sub-Total (All Applicable Deductions Applied)		250	235	234
Plus Tie Breaker Points (If Applicable)		0	0	0
SAC TOTAL SCORES		250	235	234
Plus Interview Scores		0	0	0
FINAL SCORES		250	235	234

Minutes of the Meeting
of the
Selection Advisory Committee
June 23, 2021

via Email

Architectural Consultants for
On-Call Architectural Services for the Aviation Department
at the Albuquerque International Sunport and the Double Eagle II Airport

Project No. 7775.00

Present:

Hartwell Briggs, PM, RA, Aviation Department
Jerry Francis, RA, Department of Municipal Development
Mark Eshelman, RA, Transit Department
Richard McCurley, Aviation Department
Rhonda Methvin, Aviation Department

Staff:

Myrna Marquez, Administrator, Selection Advisory Committee

Six proposals were received in response to the Request for Proposals but only five proposals were considered; one proposal was deemed non-responsive because the firm did not provide a fully completed and executed Pay Equity Worksheet PE10-249 for the current calendar year as required per the legal ad.

Project Description:

To provide architectural design and possible construction phase services for the Aviation Department for various on-call projects at either the Albuquerque International Sunport or Double Eagle II Airport.

Estimated Compensation \$ 600,000.00

The Administrator contacted the SAC Committee and RFP respondents on June 17, 2021 and advised them that this meeting would take place via email. She reminded the SAC Committee to have their scores and comments emailed to her by 11:30am on June 23, 2021.

Committee members stated that the proposals were clear, easy to read, and good overall. The Committee noted that Aviation specific problem solving was discussed in a couple of proposals which resulted in a higher score for that line item. A common deficiency in all proposals, however, was within Section V Cost Control. In addition, the Committee members noted that respondents' focus heavily on their firm's internal process for cost control of their staff vs cost control strategies which may be implemented for a successful project delivery.

The Administrator collected the Committee members' scores and she deleted the high scores and low scores and then totaled the proposal scores. There was not a tie but because this project was not procured Federally and the top two scores were within five percent of each other, point deductions were 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:

Dekker/Perich/Sabatini	250
Donald Dudley Architect	235
Molzen Corbin	227
SMPC Architects	234
WHPacific, Inc.	223

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

Dekker/Perich/Sabatini	250
Donald Dudley Architect	235
SMPC Architects	234

There being no further business before the Committee, the Administrator adjourned the email meeting by emailing everyone the final scores on June 23, 2021 at 1:09pm.

Myrna Márquez

Myrna Marquez, Administrator
Selection Advisory Committee

cc: City Clerk