

DATE: July 7, 2016
 TO: Mayor and City Council
 FROM: Assistant City Manager *[Signature]*
 SUBJECT: On-Call Engineering Services
 RFP # 16-011



RECOMMENDED ACTION

Award the on-call engineering services contract to Falcon Design to provide engineering and civil design services in an on-call capacity with cost and scope to be determined with each project.

BUDGET IMPACT

The city-administered projects identified in the five-year capital improvement program have a budget of nearly \$50M (less the EpiCenter project). The anticipated design fees will represent an average of ten (10) percent of the overall budget over the five year period.

DISCUSSION

In order to keep pace with the aggressive delivery schedule of the city’s five-year capital program, staff is proposing to engage an engineering firm in an on-call capacity to provide civil design and engineering services for some of these projects which will help streamline the overall project schedule. The city in the past has had contracts like this in place with several firms and needs to stay lean and quick in its ability to respond with contract documents.

In April, the advertisement for this opportunity was issued as RFP 16-011 for civil engineering design services. Proposals were received on May 19 from five firms and evaluations completed by a three-person selection committee to arrive at this final recommendation. Below are the results of the committee’s review of the proposals:

| Rank | Firm | Proposal Evaluation | | | | Notes, Comments, etc. |
|----------|---|---------------------|------------|-------------|-------------|---|
| | | 1 | 2 | 3 | Totals | |
| 1 | Falcon Design Consultants | 9.00 | 7.2 | 7.25 | 7.82 | Like the types of projects as they are very comparable to what's coming up for our CIP |
| 2 | Jacobs | 7.30 | 7 | 8.95 | 7.75 | Project types & scale seem to be a little out of range. Kim Conroy's departure really hurts this relationship. |
| 3 | Moreland -Altobelli Associates, Inc. | 7.30 | 7 | 8.85 | 7.72 | My experience with MAAI has been less than stellar. |
| 4 | Hussey, Gay, Bell | 8.05 | 7.2 | 7.65 | 7.63 | Scale seems a little large, but with experienced staff. |
| 5 | Precision Planning, Inc. | 7.60 | 6.8 | 7.7 | 7.37 | My experience with the PPI civil team has been less than stellar and has resulted in a number of customer service issues. |

After reviewing the proposals submitted and evaluating the qualifications against the published selection criteria, the committee is recommending award of the on-call engineering services contract to Falcon Design. The other firms may be retained for bench strength depending on workload, availability or type of project. A contract will be prepared and presented for the Mayor’s signature and each project’s task order will be subject to procurement policy with regard to work authorization.