

DATE: July 27, 2016  
 TO: Mayor and City Council  
 FROM: Assistant City Manager *[Signature]*  
 SUBJECT: On-Call Engineering Services  
 RFP # 16-011



**RECOMMENDED ACTION**

Approve the slate of firms as pre-qualified 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 engineering firms in an on-call capacity to provide civil design and engineering services for projects which will help streamline the overall project schedule. The city in the past has had contracts like this in place with several different 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 scored the firms as indicated with all being very closely ranked. Therefore, staff is recommending all be approved as pre-qualified firms. Contracts will be prepared for work in accordance with expertise and workload availability. Task orders will authorize work and establish scope and budget for each project to be approved in accordance with the city's purchasing policy.