

CITY OF CLARKSTON

ITEM NO: G3

CLARKSTON CITY MEETING

BUSINESS AGENDA / MINUTES

ACTION TYPE:
Resolution

HEARING TYPE:
Council Meeting

MEETING DATE: December 3, 2013

SUBJECT: City Streetscape & Pedestrian Enhancements – Evaluation Committee Recommendation

DEPARTMENT: Administration

PUBLIC HEARING: YES NO

ATTACHMENT: YES NO
Pages: 3

INFORMATION CONTACT: Keith Barker
PHONE NUMBER: 404-292-9465

PURPOSE:

To consider and approve the attached contract for City Streetscape and Pedestrian Enhancement Engineering Design Services

NEED/ IMPACT:

On October 2nd, a “Request for Proposal” for Engineering Design Services was issued for the referenced project. On October 18th, a mandatory pre-proposal meeting was held with over 30 engineers and landscape architects in attendance. On November 1st, seven (7) firms submitted technical proposals for review by the Recommendation Committee. The Evaluation Committee consisted of the following:

- Vinh Glover
- Dona Harris
- Keith Barker
- Larry Kaiser
- Jason Gaines

The following firms submitted sealed technical proposals (no fees were included). Each firm had a number of sub-consultants identified in their respective proposals:

- Pond
- Tunnell Spangler Walsh
- Engineering Design & Technology
- ATKINS
- STANTEC
- AMEC
- Clough Harbor & Associates

In accordance with the City’s Procurement Policy (Procurement of Professional Services), an Evaluation Matrix was developed and utilized to review the proposals. The technical proposals of all 7 firms were assessed by the Committee on November 5th and ranked resulting in a short-listing of five (5) firms. The Committee requested the 5 firms to attend a one (1) hour interview on November 12th. Each firm also delivered a sealed fee proposal at the time of the interview. The 5 firms were as follows:

- Tunnell Spangler Walsh (TSW)
- ATKINS
- STANTEC
- AMEC
- Engineering Design & Technology (EDT)

At the conclusion of the interview, the points for the Interview were added to the Technical Scores. The Fee envelope was subsequently opened and the Fee points added to the Evaluation Matrix.

The Evaluation Matrix identified the following rankings:

#1 – STANTEC AND AMEC

#2 – EDT

#3 – ATKINS

#4 – TSW

The technical skillset and presentations of **STANTEC AND AMEC** were deemed to be equal which necessitated an additional follow-up meeting with both firms on November 18th. The Landscape Architect and Project Engineer of both firms were asked additional questions, including their commitment to the city and the high expectations for quality work.

RECOMMENDATIONS:

The Committee selected **AMEC** to begin Fee and Scope negotiations. These negotiations commenced on November 21st. The Committee expects to have a negotiated fee and scope of services to City Council on November 26th and with council agreement, a contract will be developed over the subsequent days with City Council formal approval occurring on December 3rd.