Memorandum 12-060 Term Contract for Professional Engineering Services Road, Trail, and Drainage Projects

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MEMORANDUM 12-060

TO: Walt Wrede, City Manager

FROM: Carey Meyer, Public Works Director

DATE: April 4, 2012

RE: Term Contract –Professional Engineering Services
Road, Trail and Drainage Projects
RFP Results and Award Recommendations

In April of 2011, the City Council passed Resolution 11-043 authorizing the City Manager to “prepare and issue a set of RFP’s” … “one for civil work, one for water and sewer, and one for port and harbor”. Term contracts increase the City’s efficiency and productivity, especially now when there are many public works projects funded and scheduled for design in the next few years. These civil projects include:

• Homer Spit Trail Extension – from the Fishing Hole to the End of the Spit
• Various road upgrade projects created through the City’s Local Improvement District process.
• Cruise Ship Passenger Enhancement Project – including trails and appurtenances, restrooms, bus loading shelter.
• Creation of a City of Homer Drainage Master Plan.
• Waddell Way Road Improvements – including new central business district road improvement between Lake St. and Heath St.
• Preparation of new Roads and Drainage Design Criteria Manual.
• Updating City of Homer’s 2005 Transportation Plan

The intent of the Public Works Director, with the support of the City Manager, was to select a large multi-disciplined firm to complete larger, more complex projects; and a smaller, local firm which could respond quickly and cost effectively to smaller projects.

In February 2012, Public Works issued an RFP for professional engineering services for road, trails and drainage projects, in accordance with the City’s Procurement Manual. 10 proposals were received. The proposals were reviewed and scored by a committee comprised of City Hall and Public Works employees in accordance with the following criteria:

A. Proposed Project Manager 30 points
B. Proposed Project Team 45 points
C. References 10 points
D. Cost 15 points
Maximum Score 100 points

Based on the scoring of the committee, Kinney Engineering, LLC of Anchorage, Alaska was determined to be the most qualified large firm. Nelson Engineering of Kenai, Alaska was determined to be the most qualified smaller firm.

Recommendations: The City Council pass a resolution awarding a term contract for professional engineering services for roads, trails and drainage projects to Kinney Engineering, LLC of Anchorage, Alaska; and Nelson Engineering of Kenai, Alaska.

Related Resolutions**Memorandum - Related Resolutions:** Resolution 12-031 Term Contract Award for Road, Trail and Drainage Engineering Services

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