



Memorandum 22-078

TO: Mayor Castner and Homer City Council
THROUGH: Rob Dumouchel, City Manager
FROM: Janette Keiser, PE, Director of Public Works
DATE: April 26, 2022
SUBJECT: Term Contracts for Engineering/Architectural Services

I. **Issue:** The purpose of this Memorandum is to recommend award of Term Contracts for Engineering/Architectural services.

II. **Background:**

The City's practice for engaging engineering services has been to use a Term Contract procurement methodology. Under this methodology, Term Contracts have been issued to multiple firms, who submitted Proposals in response to a publicly advertised Request for Proposal (RFP). The Proposals were evaluated and Term Contracts were issued to firms deemed qualified to perform engineering services for specific Categories of Service. Task Orders, with project-specific scopes, schedules and budgets, were later negotiated and issued to cover work related to particular projects. The City currently has 12 Term Contracts for engineering services, most of which resulted from a RFP process implemented in 2017 for an initial period of three years and later extended two more years. A few more were added in the past two years. All Term Contracts were scheduled to expire in April 2022.

A RFP for new Term Contracts for engineering, architectural and landscape architecture services was publicly advertised in early April, 2022, using a format that was almost identical to the one used in 2017. The RFP identified a number of projects the City was contemplating over the next few years, which would involve engineering, architectural and other professional services. The RFP identified a selection process as well as multiple evaluation criteria. While this is not a low bid process, firms were asked to provide billing rate information and cost was one of the evaluation criteria. Budgets for specific projects will be developed as Task Orders for such projects are issued.

Proposals were accepted no later than 4:00 PM, April 25, 2022. We received timely proposals from 16 firms, including some familiar, and some new, names. My original intent was to evaluate the proposals, using the criteria specified in the RFP, but this proved impossible. All of the firms are well-qualified, highly experienced and offer a wide ranges of services. Each of them have a particular expertise in something, making it difficult to differentiate between them for purposes of scoring points, at this stage of the selection process. For example, one landscape architect firm has a person

with a particular expertise in the inclusive design of playgrounds. There will be times when we will want to use this person to give us ideas about how to make our playgrounds more inclusive. One engineering firm had worked on the survey/design of Kachemak Drive for the AK DOT/PF. We will want to work with this team to help make our dream of developing a pathway on Kachemak Drive come true. Some firms have extensive previous history with Homer and some are newcomers with interesting ideas. Some firms have grant writing and infrastructure finance expertise, which we could utilize as we navigate infrastructure funding opportunities and pursue improvements to the fiscal policies supporting our City infrastructure. It makes more sense to distinguish between firms when we can compare methodologies, ideas and personnel proposed for distinct scopes of work, rather than an abstract array of resumes.

I propose the City issue Term Contracts to all of the firms that submitted timely packages of qualifications. As specific projects arise, we will invite one or more firms, based on their particular expertise with a particular type of work, to submit targeted proposals. This will allow us to award Task Orders that are in the best in the best interests of the City.

III. Recommendations

That Term Contracts be issued to the following firms:

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| 1. Bettisworth North Architects and Planners | landscape architecture |
| 2. Bishop Engineering, LLC | engineering/environmental |
| 3. Bristol Engineering Services Company, LLC | engineering/environmental |
| 4. Coble Geophysical Services | geophysical/environmental |
| 5. Corvus Design, Inc. | landscape architecture |
| 6. DOWL | engineering |
| 7. HDL Engineering Consultants, LLC | engineering |
| 8. HDR, Inc. | engineering/finance |
| 9. Huddle AK | landscape architecture |
| 10. Kinney Engineering, LLC | engineering |
| 11. Nelson Engineering, PC | engineering |
| 12. Professional & Technical Services, Inc. | engineering |
| 13. R & M Consultants, Inc. | engineering/architecture |
| 14. RESPEC | engineering |
| 15. Seabold Consulting, LLC | engineering |
| 16. Stantec Architecture, Inc. | engineering/architecture |