



File #: 17-956, **Version:** 1

Meeting Date: 1/16/2018

CITY COUNCIL AGENDA ITEM

ACTION REQUESTED:

Approve the Award of RFQ 17-133, Land Surveying Services, to Christopher B. Burke Engineering, Engineering Resource Associates, Farnsworth Group, Hampton, Lenzini and Renwick, Inc., Ridgeline Consultants, and Robinson Engineering as approved vendors for future projects for an amount not to exceed \$255,000 and for a two-year term.

DEPARTMENT: Transportation, Engineering and Development

SUBMITTED BY: William Novack, Director

BOARD/COMMISSION REVIEW:

N/A

BACKGROUND:

In October 2017, staff from the TED Business Group, Legal Department, Electric Utility, and Water Utilities issued RFQ 17-133 seeking vendors to provide land surveying services. The shortlist of vendors resulting from this request for qualifications will be used on an as needed basis as projects arise.

DISCUSSION:

| | | | |
|---------------------|------------|----------------|-----|
| Advertisement Date: | 10/19/2017 | Notices Sent: | 258 |
| Opening Date: | 11/13/2017 | Planholders: | 27 |
| | | Bids Received: | 16 |

Proposals were received from the following firms:

| | |
|----------------------------------|------------------------------------|
| Accurate Group, Inc. | Farnsworth Group |
| Alfred Benesch and Company | Hampton, Lenzini and Renwick, Inc. |
| Andrews Engineering Group | Millenia Professional Services |
| Atlas Engineering Group | Ridgeline Consultants |
| Christopher B. Burke Engineering | Robinson Engineering |
| DLZ Industrial Surveying | Thomas Engineering Group |
| Dynasty Group, Inc. | Thomsom Surveying Ltd. |
| Engineering Resource Associates | V3 Companies |

A selection committee consisting of City staff from the TED Business Group, Legal Department, Electric Utility and Water Utilities reviewed the proposals. Proposals were scored based on the

following criteria:

- Capability and Qualifications of the Firm (45%)
- Suitability and Quality of the Approach/Methodology (25%)
- Schedules, Deliverable and Availability (15%)
- Outcomes to be achieved (15%)

The six top scoring firms have been selected for the shortlist:

- Christopher B. Burke Engineering
- Engineering Resource Group
- Farnsworth Group
- Hampton, Lenzini and Renwick, Inc.
- Ridgeline Consultants
- Robinson Engineering

As projects arise during the term of this contract, the shortlisted vendors will be sent Work Orders to respond to. Vendors will be selected based upon costs, availability, their qualifications specific to a particular project and/or their performance on past projects as available.

The term of this contract is two years from the date of award, with three one-year options to extend the contract.

FISCAL IMPACT:

This award is for the designation of shortlisted firms that will provide land surveying services. There is no direct fiscal impact associated with this award and any fiscal impact sections of future recommendations for specific projects will be completed accordingly during the term of this contract.