

# MEMORANDUM City of Venice

# Finance Department

TO: Ed Lavallee, City Manager

FROM: Peter Boers, Procurement Manage

THROUGH: Linda Senne, Finance Director

DATE: March 22, 2019

COUNCIL APPROVAL: Yes MEETING DATE: April 9, 2019

STRATEGIC PLAN GOAL: Upgrade and Maintain City Infrastructure and Facilities

SUBJECT: Approval of Rankings for RFQ 3092-18 Professional Engineering Services for Large Utilities

Capital Projects - Bay Indies Utility Relocations Phases 1 and 2

**Background:** Request for Qualifications (RFQ) 3092-18 Professional Engineering Services for Large Utilities Capital Projects was distributed on October 20, 2018. The scope of work of the RFQ included five (5) projects with two phases each. Twelve (12) proposals were received on November 21, 2018 from firms submitting on one or more projects.

On February 15, 2019, an evaluation committee met to review, discuss, and score the seven (7) proposals received specifically for Bay Indies Utility Relocations Phases 1 and 2. The seven (7) proposals were scored and ranked in the following order and the top three (3) firms were invited in for interviews and presentations

Rank	Proposer	Total of Rankings			
1	Giffels-Webster Engineers, Inc.	5			
2	King Engineering Associates, Inc	. 9			
3	Jones Edmunds	14			
4	McKim & Creed	22			
5	DMK Associates, Inc.	24			
6	Kimley-Horn	28			
7	CPH, Inc.	31			

On March 14, 2019, the evaluation committee met again to hear oral presentations and conduct interviews with the top three (3) shortlisted proposers. The proposers were ranked in the following order:

Rank	Proposer	Total of Rankings			
1	Giffels-Webster Engineers, Inc.	5			
2	King Engineering Associates, Inc	. 11			
3	Jones Edmunds	14			

Based upon the final scores and ranking, the evaluation committee recommends authorization for staff to negotiate an agreement with the top ranked proposer.

In the event that the City is unable to come to terms with the top ranked proposer, staff will end negotiations with that firm and begin negotiations with the next ranked proposer until a suitable agreement can be reached.

**Requested Action:** Approval of Rankings for RFQ 3092-18 Professional Engineering Services for Large Utilities Capital Projects – Bay Indies Utility Relocations Phases 1 and 2 and authorize staff to begin negotiations with the top ranked proposer.

City Attorney Review/Approved: N/A

Risk Management Review: N/A

Finance Department Review/Approved: N/A

Funds Availability (account number): Not applicable at this time

**ORIGINAL(S) ATTACHED**: Meeting Notice, Notice of Action (Shortlist), Evaluation Score Sheets, Notice of Action (Ranking)

Cc: Javier Vargas, Utilities Director





### **NOTICE OF ACTION**

#### **REQUEST FOR QUALIFICATIONS (RFQ) #** 3092-18

RFQ TITLE: Professional Engineering Services for Large Capital Projects –

Bay Indies Utility Relocations Phases 1 and 2

SUBMITTAL DEADLINE: November 21, 2018

**SUBJECT**: Notice of Shortlist

Based on Evaluation Committee's review of proposals on February 15, 2019. The City of Venice (City) has ranked proposers responding to the above referenced RFQ as follows:

		Total of
Rank	Proposer	Rankings
1	Giffels-Webster Engineers, Inc.	5
2	King Engineering Associates, Inc.	9
3	Jones Edmunds	14
4	McKim & Creed	22
5	DMK Associates, Inc.	24
6	Kimley-Horn	28
7	CPH, Inc.	31

The top three (3) ranked firms (in **bold font above**) will be invited for presentations and interviews as the next step in the process.

By:	100/2	Date:	2/19/2019	
Peter A. Boers,	Procurement Manager			

RFQ 3092-18
Professional Services for Large Capital Projects
Bay Indies Utility Relocations Phases 1 and 2

	Evaluator 1 Score	Rank Eval 1	Evaluator 2 Score	Rank Eval 2	Evaluator 3 Score	Rank Eval 3	Evaluator 4 Score	Rank Eval 4	Evaluator 5 Score	Rank Eval 5	Total Score	Total of Rankings Evaluator	Rank
CPH, Inc.	80	4	83	4	83	7	84	7	60	7	390	29	7
DMK Associates, Inc.	78	6	80	5	86	5	87	4	70	4	401	24	5
Giffels-Webster Engineers, Inc.	100	1	97	1	100	1	98	1	100	1	495	5	1
Jones Edmunds	90	2	88	3	92	3	91	3	95	3	456	14	3
Kimley Horn	78	6	78	7	86	5	85	6	70	4	397	28	6
King Engineering Associates, Inc.	90	2	94	2	98	2	96	2	100	1	478	9	2
McKim & Creed	80	4	80	5	88	4	86	5	70	4	404	22	4







## **NOTICE OF ACTION**

#### REQUEST FOR POPOSALS (RFQ) # 3092-18

RFP TITLE: Professional Engineering Services for Large Utilities Capital

**Projects** 

SUBMITTAL DEADLINE: November 21, 2018

**SUBJECT: NOTICE OF RECOMMENDED AWARD** 

Based on Evaluation Committee's review of proposals on March 14, 2019. The City of Venice (City) has ranked proposers responding to the above referenced RFQ as follows:

#### Bay Indies Utility Relocations Phases 1 & 2

Rank	Firm	Sum of Ranks
1	Giffels-Webster Engineers, Inc.	5
2	King Engineering Associates, Inc.	11
3	Jones Edmunds	14

It is the City's intent to initiate contract negotiations with the top ranked firm (in bold font above).

By:	Date:	03/15/2019	
Peter A. Boers, Procurement Manager	-		

# Request for Qualifications 3092-18 Summary Ranking from Presentations / Interviews

	Rank Evaluator 1	Rank Evaluator 2	Rank Evaluator 3	Rank Evaluator 4	Rank Evaluator 5	Total of Rankings Evaluator	Rank
King Engineering Associates,	2	2	2	. 2	3	11	2
Jones Edmunds	3	3	3	3	2	14	3
Giffels-Webster Engineers, Inc.	1	1	1	1	1	5	1