

CITY OF HIGH POINT

AGENDA ITEM



Title: Selection of On-Call Consultants for Transportation Engineering and Planning Services

From: Mark McDonald, Transportation Director

Meeting Date: February 5, 2018

Public Hearing: No

Advertising Date: N/A

Advertised By: N/A

Attachments: Recommendation

PURPOSE:

Consideration of recommendations for the selection of qualified firms to serve as on-call consultants for transportation engineering and planning services.

BACKGROUND:

In September 2017, the City issued a Request for Qualifications (RFQ) for on-call transportation engineering and planning services. This RFQ generated a high level of interest and proposals were received from 24 consulting firms. A selection committee, comprised of staff from Planning, Engineering, the High Point MPO, and Transportation, reviewed the proposals and identified five (5) firms demonstrating the best fit for the City's anticipated transportation engineering and planning needs. Based on their cumulative review of the proposals, the Selection Committee chose the following firms:

Atkins North America, Inc.

HDR Engineering, Inc. of the Carolinas

Kimley-Horn and Associates, Inc.

Moffatt & Nichol, Inc.

STV Engineers, Inc.

These firms will be offered a Master Agreement to provide professional services in the following areas: 1) traffic engineering; 2) transportation and environmental planning; and 3) roadway, structural, and other general civil and transportation engineering. Department personnel will have the opportunity to select from the master list the Consultant best qualified to perform individual projects. Each assigned project will be defined by a Supplemental Agreement incorporating a Scope of Services and negotiated fee. Project proposals exceeding \$90,000 will be brought back to City Council for award.

BUDGET IMPACT:

There is no immediate budget impact with this recommendation. On-call firms will be assigned work as projects develop and only when funding is available for their services.

RECOMMENDATION / ACTION REQUESTED:

Based on the Selection Committee's review and evaluation of the proposals received, the Transportation Department recommends approval of the selection of the firms listed above as on-call providers of transportation engineering and planning services, and to authorize the appropriate city official to execute a Master Agreement for an initial term of three (3) years with each.



**RFQ RECOMMENDATION
REQUEST FOR COUNCIL APPROVAL**

DEPARTMENT: **Transportation**

COUNCIL AGENDA DATE: **February 5, 2018**

RFQ NO.: **02-090117**

DATE OPENED:

DESCRIPTION:

On-Call Transportation Engineering and Planning Services

PURPOSE:

To have five (5) consulting firms under master contract for engineering and planning work associated with traffic engineering, regional planning, and roadway design. Future projects to be determined, with work assigned through supplemental agreements, based on each team's strengths and availability.

COMMENTS:

No funding or accounting units have been assigned. This will be done with each project as approved.

RECOMMEND AWARD TO: **See list of selected firms below.**

AMOUNT:

JUSTIFICATION:

The following 5 firms were selected from 24 responses to the RFQ:
1) Atkins North America, Inc.; 2) HDR Engineering, Inc. of the Carolinas; 3) Kimley-Horn and Associates, Inc.; 4) Moffatt & Nichol, Inc.; and 5) STV Engineers, Inc. See also attached memorandum

ACCOUNTING UNIT	ACCOUNT	ACTIVITY	CATEGORY	BUDGETED AMOUNT
TOTAL BUDGETED AMOUNT				

DEPARTMENT HEAD: **Mark V. McDonald, P.E.**

Digitally signed by Mark V. McDonald, P.E.
DN: cn=Mark V. McDonald, P.E., o=City of High Point,
ou=Transportation Dept., email=mark.mcdonald@highpointnc.gov,
c=US
Date: 2018.01.11 13:14:22 -0500

DATE: **01/11/2018**

The Purchasing Division concurs with recommendation submitted by the **Transportation** and recommends award to **Listed above 5 Firms** in the amount of \$ **NA**.

PURCHASING MANAGER: **Erik Conti**

Digitally signed by Erik Conti
DN: cn=Erik Conti, o, ou,
email=erik.conti@highpointnc.gov, c=US
Date: 2018.01.11 16:57:41 -0500

DATE:

Approved for Submission to Council

FINANCIAL SERVICES DIRECTOR:

Digitally signed by Jeffrey A. Moore
DN: cn=Jeffrey A. Moore, o=City of High Point, NC,
ou=Financial Services Director,
email=jeff.moore@highpointnc.gov, c=US
Date: 2018.01.12 09:10:52 -0500

DATE:

CITY MANAGER: **Greg Demko**

Digitally signed by Greg Demko
DN: cn=Greg Demko, o=High Point, ou=High Point,
email=greg.demko@highpointnc.gov, c=US
Date: 2018.01.12 09:29:17 -0500

DATE: