



City of League City, TX

300 West Walker
League City TX 77573

Text File

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In Control: Engineering

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Title

Consider and take action on a resolution amending Resolution 2020-117 (Shortlist of Professional Consultants) to add several qualified consultants (Director of Engineering)

..Background:

Approval of this resolution will amend the list of firms selected to provide most professional services to support the City's Capital Improvement Program (CIP).

In September 2020, Council approved Resolution 2020-117 that formalized a list of firms that allow City Staff to work with related to the City's Capital Improvement Program (CIP). After this item passed in September, Staff began notifying applicants on whether they were shortlisted or not. Unfortunately, while working through this list for notifications, it was discovered that 5 summaries of qualifications (SOQs) had not been included with the other SOQs sent out to the various departments for review. These 5 SOQs are broken out as follows:

1. Jones-Carter Engineering SOQ for Discipline F (Water & Wastewater Infrastructure Engineering Design)
2. Jones-Carter Engineering SOQ for Discipline G (Paving & Drainage Infrastructure Engineering Design)
3. Jones-Carter Engineering SOQ for Discipline H (Stormwater Infrastructure Engineering Design)
4. Kleinfelder, Inc. SOQ for Discipline J (Environmental Assessment Services)
5. Lockwood, Andrews, & Newnam SOQ for Discipline F (Water & Wastewater Infrastructure Engineering Design)

Upon realizing that these SOQs were not reviewed, Staff sent a copy of each SOQ out to the original reviewers for each of the noted Disciplines and Christopher Sims contacted the companies involved to explain what had happened and what the City's next steps would be to correct the oversight.

The same evaluation criteria and maximum attainable points was used for each of these reviewed SOQs. That is as follows: Qualifications (25 points); experience (25 points); available resources (10 points); project methodology and approach (15 points); quality control and quality assurance (10 points); geographic location (5 points); and references (10 points); for a total of 100 points.

The evaluations were completed on September 21, 2020. The composite scores for each SOQ are as follows:

- | | |
|---|-------------|
| 1. Jones-Carter Engineering SOQ Composite Score for Discipline F: | 82 points |
| 2. Jones-Carter Engineering SOQ Composite Score for Discipline G: | 78.3 points |
| 3. Jones-Carter Engineering SOQ Composite Score for Discipline H: | 72 points |
| 4. Kleinfelder, Inc. SOQ Composite Score for Discipline J: | 70.3 points |

5. Lockwood, Andrews, & Newnam Composite Score for Discipline F: 80 points

When looking at these scores, all 5 SOQs would have been selected using the criteria noted in September when the original list was brought to Council - number of firms for each service discipline “shortlist” was based on the number of CIP projects within that discipline for FY2020-2021, FY2021-2022, and FY2022-2023, and our desire to spread the work in the disciplines (paving, stormwater, traffic, water and wastewater, etc.) and obtaining an average score of 72 or higher. The only exception to this was with Discipline J - Environmental Assessment Services. The minimum average score of 72 was lowered to 69 so that staff would have at least 3 eligible firms to choose from when selecting a consultant for work related to this discipline.

Attached with this Data Sheet is an updated Summary of RFQ #20-ENG-002 Evaluations - the 5 new SOQs are in red text.

Attachments:

1. Data Sheet
2. Proposed Resolution
3. Exhibit A - Amended Shortlist of Professional Consultants

CONTRACT ORIGINATION:

FUNDING

Funds are available from Account # _____
 Requires Budget Amendment to transfer from Account # _____ to Account # _____
 NOT APPLICABLE

STRATEGIC PLANNING

Addresses Strategic Planning Critical Success Factor # _____ and Initiative # _____
 NOT APPLICABLE