



Legislation Details (With Text)

File #: 20-0365 **Version:** 1 **Name:** Shortlist of Consultants 2020-2023
Type: Agenda Item **Status:** Approved
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Title: Consider and take action on a resolution to approve a shortlist of consultants to provide professional services to the City of League City for the Fiscal Years 2020-2021, 2021-2022, and 2022-2023 (Director of Engineering)

Sponsors:

Indexes:

Code sections:

Attachments: 1. Data Sheet, 2. Proposed Resolution, 3. Exhibit A - Shortlist of Consultants, 4. Summary of RFQ #20-ENG-002 Evaluations

Date	Ver.	Action By	Action	Result
9/8/2020	1	City Council	Approved	Pass

Consider and take action on a resolution to approve a shortlist of consultants to provide professional services to the City of League City for the Fiscal Years 2020-2021, 2021-2022, and 2022-2023 (Director of Engineering)

Approval of this resolution will formalize a list of firms selected to provide most professional services to support the City’s Capital Improvement Program (CIP). Under state law, Chapter 2254, “Professional Services Procurement Act”, the selection of engineers, architects, and surveyors is a qualifications-based selection with fees negotiated after the selection. To ensure conformance with the law and provide greater transparency, the City has developed a proposed list of consultants for Council approval utilizing the process outlined below.

The City advertised Request for Qualification (RFQ) 20-ENG-002 in the Galveston Daily News on March 23, 2020 and March 30, 2020 and posted it on the City website from March 23, 2020 to May 27, 2020.

Statements of Qualifications were received on May 27, 2020. RFQ 20-ENG-002 allowed professionals to submit for up to three separate disciplines. Submittals that did not substantially comply with the stated requirements in the RFQ were declared non-responsive and not evaluated (0 firms indicated on the attached spreadsheet as n/a). A total of 165 individual responses were received from 87 different firms.

Submittals were sorted by service discipline and distributed along with evaluation forms to staff members for their independent evaluations. The evaluation criteria and maximum attainable points for each were 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 scores from the completed evaluations were compiled into summary scoring spreadsheets for each discipline. The firms’ average scores are listed in the right-hand Colum of the attached respective summary evaluation spreadsheets. Proposed short listed firms are highlighted in blue on the attached summary scoring sheet.

The 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 3 eligible firms to choose from when selecting a consultant for work related to this discipline.

Attachments:

1. Data Sheet
2. Proposed Resolution
3. Summary of RFQ #20-ENG-002 Evaluations

FUNDING

{X} NOT APPLICABLE

STRATEGIC PLANNING

{X} Addresses Strategic Planning Critical Success Factor #1 - Develop & Maintain our Infrastructure