

**City of Palmer
Action Memorandum No. 16-065**

Subject: Authorizing the City Manager to Negotiate and Execute a Contract with HDL Engineering Consultants for the Engineering Services for the Rehabilitation and Repaving of Runway 16/34 Not to Exceed \$275,000.00 From the Request for Proposal #16-01PAQ

Agenda of: October 11, 2016

Council Action: APPROVED

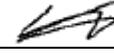
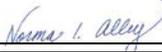
Originator Information:

Originator: Frank Kelly, Airport Superintendent
Date: September 16, 2016 **Requested agenda date:** October 11, 2016

Department Information \checkmark :

Route to:	Department Director:	Signature:	Date:
	Community Development		
X	Finance		9/19/16
	Fire Department		
	Police Department		
	Public Works		

Approved for presentation by:

	Signature:	Remarks:
City Manager		
City Attorney		
City Clerk		

Certification of Funds:

Total amount of funds listed in this legislation: \$ 275,000

This legislation (\checkmark):

- Has no fiscal impact Creates a positive impact in the amount of: \$ _____
 Creates a negative impact in the amount of: \$ 275,000.00

Funds are (\checkmark):

- Budgeted Line item(s): Grant 15-DC-128 Airport Paving
 Not budgeted Affected line item(s): _____

General fund unassigned balance (after requested budget modification): \$ _____

Enterprise unrestricted net position (after requested budget modification): \$ _____

Director of Finance Signature: 

Attachment(s):

- Bid Tabulation

Summary Statement: Based upon the preliminary approval by the FAA of PAQ's pre-application and CIP/DATA sheet, the City issued a RFP on September 6, 2016, for consulting engineering services for the Rehabilitation and Repaving of Runway 16/34. Proposals will be opened on October 4, 2016, with evaluation and recommendation by October 7, 2016. The selected Consulting Engineering Firm will prepare engineering plans (excluding initial environmental documents), specifications and cost estimates for:

- The rehabilitation and repaving of Runway 16/34.
- The extension of the Runway Protection Zone for Runway 16/34 and bringing it up to current FAA standards.
- The construction of the partial base layer for the proposed expansion of the Large Aircraft Apron extending north, using asphalt millings from the rehabilitation of and repaving of runway 16/34 and the base of the abandoned taxiway in front of the Flight Service Station.
- The repositioning of hold signs located too close to runway 16/34.
- The removal of trees and soil mounds as directed by the Obstacle Action Plan, nearing completion.

The selected Consulting Engineering Firm shall provide the city with design concepts, final design/bid documents, and will assist the city in the bid process.

The consultant will assist the City in all aspects of acquiring and administrating the Federal Aviation Administration (FAA) grant associated with this project. The consultant will prepare a complete FAA AIP planning grant application package including all forms, attachments, supporting documents, designs, plans and specifications in accordance with FAA Advisory Circulars to provide a complete package that will be accepted by the FAA. The consultant will coordinate with the FAA and to track the grant application and assist with providing any follow-up information requested by the FAA.

Initial funding for these consulting services will be paid for through SOA Grant 15-DC-128 approved for \$400K for RW 16/34 project. Once the anticipated FAA AIP grant is in place, these upfront costs will be reimbursed at a 93.75% rate and reimbursement proceeds will be used towards the remaining 6.25% matching funds (\$625K) required of the City of Palmer for the overall project costs. The City must spend the \$400K SOA grant funds and complete the RW 16/34 project prior to June 30, 2019, or we will lose the \$400K grant.

Administration Recommendation: Authorize Action Memorandum No. 16-065.



Runway 16/34 Rehabilitation & Repaving RFP Review Points

Overall Point Summary

		R&M	Stantec	DOWL	HDL
Name	Title	Points	Points	Points	Points
Member 1		57	78	76	93
Member 2		82	85	70	90
Member 3		58	54	57	70
Member 4		93	94	93	94
Member 5		89	95	93	97
Final Point Totals		379	406	389	444

Member 1

R&M Consultants	Point Range	Score	Comments
Project Approach/Timeline	0-25 points	15	
Firm Experience:	0-30 points	13	
Qualifications of Key Personnel:	0-30 points	19	
Management Plan:	0-10 points	5	
DBE Participation	0-5 points	5	
		57	Total Out of 100 points possible

Stantec	Point Range	Points	Comments
Project Approach/Timeline	0-25 points	20	
Firm Experience:	0-30 points	24	
Qualifications of Key Personnel:	0-30 points	24	
Management Plan:	0-10 points	8	
DBE Participation	0-5 points	2	
		78	Total Out of 100 points possible

DOWL	Point Range	Points	Comments
Project Approach/Timeline	0-25 points	18	
Firm Experience:	0-30 points	24	



Runway 16/34 Rehabilitation & Repaving

Qualifications of Key Personnel:	0-30 points	24	
Management Plan:	0-10 points	5	
DBE Participation	0-5 points	5	
		76	Total Out of 100 points possible

HDL Engineering Consultants	<u>Point Range</u>	Points	Comments
Project Approach/Timeline	0-25 points	22	
Firm Experience:	0-30 points	27	
Qualifications of Key Personnel:	0-30 points	30	
Management Plan:	0-10 points	9	
DBE Participation	0-5 points	5	
		93	Total Out of 100 points possible

Member 2

R&M Consultants	<u>Point Range</u>	Score	Comments
Project Approach/Timeline	0-25 points	20	Good, but failed to mention Div. of Forestry needs
Firm Experience:	0-30 points	25	69 years - All Alaska - Good Airport Projects
Qualifications of Key Personnel:	0-30 points	27	Excellent Staff Experience
Management Plan:	0-10 points	7	Good Plan, but no local office
DBE Participation	0-5 points	3	1 company
		82	Total Out of 100 points possible

Stantec	<u>Point Range</u>	Points	Comments
Project Approach/Timeline	0-25 points	20	Addressed major concerns upfront, didn't complete to the end
Firm Experience:	0-30 points	28	Excellent firm qualifications, many major projects
Qualifications of Key Personnel:	0-30 points	27	Excellent Staff Experience, many years experience, depth issue?
Management Plan:	0-10 points	7	Good Oversight, but local resources limited to 1 in Wasilla
DBE Participation	0-5 points	3	1 Company
		85	Total Out of 100 points possible

DOWL	<u>Point Range</u>	Points	Comments
Project Approach/Timeline	0-25 points	18	Can work at an accelerated pace, but not specific
Firm Experience:	0-30 points	24	Strong Firm Experience
Qualifications of Key Personnel:	0-30 points	18	Younger staff devoted to project, not much time under belts



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Management Plan:	0-10 points	7	Local Office
DBE Participation	0-5 points	3	1 Company
		70	Total Out of 100 points possible

HDL Engineering Consultants	<u>Point Range</u>	Points	Comments
Project Approach/Timeline	0-25 points	25	Well thoughtout & Presented
Firm Experience:	0-30 points	26	Top PAQ experience, No large size projects noted
Qualifications of Key Personnel:	0-30 points	27	Excellent Staff with back-ups
Management Plan:	0-10 points	9	Local office with local staff, well presented
DBE Participation	0-5 points	3	1 Company
		90	Total Out of 100 points possible

Member 3

R&M Consultants	<u>Point Range</u>	Score	Comments
Project Approach/Timeline	0-25 points	11	Was enough info
Firm Experience:	0-30 points	18	Seems to be ok
Qualifications of Key Personnel:	0-30 points	19	
Management Plan:	0-10 points	7	
DBE Participation	0-5 points	3	
		58	Total Out of 100 points possible

Stantec	<u>Point Range</u>	Points	Comments
Project Approach/Timeline	0-25 points	8	Need additional info for timeline completion
Firm Experience:	0-30 points	15	Only a few jobs with all areas in scope of work
Qualifications of Key Personnel:	0-30 points	19	A lot of years experience, but not a lot of employees
Management Plan:	0-10 points	8	
DBE Participation	0-5 points	4	
		54	Total Out of 100 points possible

DOWL	<u>Point Range</u>	Points	Comments
Project Approach/Timeline	0-25 points	9	Need additional info for timeline completion
Firm Experience:	0-30 points	19	Seems to have done similar work
Qualifications of Key Personnel:	0-30 points	18	Not a lot of years, but appears to be qualified
Management Plan:	0-10 points	8	



DBE Participation

0-5 points

3

57 Total Out of 100 points possible

Runway 16/34 Rehabilitation & Repaving

HDL Engineering Consultants

	Point Range	Points	Comments
Project Approach/Timeline	0-25 points	19	Timeline was complete
Firm Experience:	0-30 points	18	Appear to have many similar projects completed
Qualifications of Key Personnel:	0-30 points	23	Nice depth of employees and experience
Management Plan:	0-10 points	6	Would like additional info
DBE Participation	0-5 points	4	
		70	Total Out of 100 points possible

Member 4

R&M Consultants

	Point Range	Score	Comments
Project Approach/Timeline	0-25 points	20	No disc of fire season or impact on project
Firm Experience:	0-30 points	30	Very experienced firm with multiple major runway projects
Qualifications of Key Personnel:	0-30 points	30	
Management Plan:	0-10 points	8	
DBE Participation	0-5 points	5	
		93	Total Out of 100 points possible

Stantec

	Point Range	Points	Comments
Project Approach/Timeline	0-25 points	21	Acknowledged fire season, but timeline did not follow the project to completion
Firm Experience:	0-30 points	30	Very experienced firm with multiple major runway projects
Qualifications of Key Personnel:	0-30 points	30	
Management Plan:	0-10 points	8	No local office.
DBE Participation	0-5 points	5	
		94	Total Out of 100 points possible

DOWL

	Point Range	Points	Comments
Project Approach/Timeline	0-25 points	21	Acknowledged fire season, but timeline did not follow the project to completion
Firm Experience:	0-30 points	27	Experienced firm, but did not note the size/cost of previous projects
Qualifications of Key Personnel:	0-30 points	30	
Management Plan:	0-10 points	10	
DBE Participation	0-5 points	5	



Runway 16/34 Rehabilitation & Repaving

93 Total Out of 100 points possible

HDL Engineering Consultants	<u>Point Range</u>	<u>Points</u>	<u>Comments</u>
Project Approach/Timeline	0-25 points	25	Understand full concept and scope. Well though-thru timeline.
Firm Experience:	0-30 points	26	Firm has experience, but most aviation related projects are minor fixes and design work
Qualifications of Key Personnel:	0-30 points	28	
Management Plan:	0-10 points	10	
DBE Participation	0-5 points	5	
		94	Total Out of 100 points possible

Member 5

R&M Consultants	<u>Point Range</u>	<u>Score</u>	<u>Comments</u>
Project Approach/Timeline	0-25 points	22	
Firm Experience:	0-30 points	27	
Qualifications of Key Personnel:	0-30 points	29	
Management Plan:	0-10 points	9	
DBE Participation	0-5 points	2	
		89	Total Out of 100 points possible

Stantec	<u>Point Range</u>	<u>Points</u>	<u>Comments</u>
Project Approach/Timeline	0-25 points	23	
Firm Experience:	0-30 points	30	
Qualifications of Key Personnel:	0-30 points	29	
Management Plan:	0-10 points	10	
DBE Participation	0-5 points	3	
		95	Total Out of 100 points possible

DOWL	<u>Point Range</u>	<u>Points</u>	<u>Comments</u>
Project Approach/Timeline	0-25 points	24	
Firm Experience:	0-30 points	28	
Qualifications of Key Personnel:	0-30 points	29	
Management Plan:	0-10 points	9	
DBE Participation	0-5 points	3	
		93	Total Out of 100 points possible



Runway 16/34 Rehabilitation & Repaving

HDL Engineering Consultants	<u>Point Range</u>	<u>Points</u>	<u>Comments</u>
Project Approach/Timeline	0-25 points	25	
Firm Experience:	0-30 points	30	
Qualifications of Key Personnel:	0-30 points	29	
Management Plan:	0-10 points	10	
DBE Participation	0-5 points	3	
		97	Total Out of 100 points possible