




TO: Mayor Linda Gorton
Urban County Council

FROM: 
Charles H. Martin, P.E., Director
Division of Water Quality

DATE: July 30, 2019

SUBJECT: Prequalified Professional Engineering Services Agreements for Stormwater Management Projects (RFP #21-2019)

Request

This memorandum is to request award of contracts to six (6) firms for Stormwater Engineering Services under RFP #21-2019.

Purpose of Request

The purpose of this memorandum is to request approval of agreements between LFUCG and six (6) engineering firms deemed prequalified to provide engineering services for stormwater management projects—RFP #21-2019.

RFP 21-2019 projects involve stormwater management projects only. The 6 recommended firms are:

1	Integrated Engineering, PLLC	4	Tetra Tech, Inc.
2	Banks Engineering, Inc.	5	Strand Associates, Inc.
3	Howard K. Bell Consulting Engineers, Inc.	6	Stantec Consulting Services Inc.



A workgroup consisting of representatives as defined by CAO Policy # 1 recommends selection of these 6 firms. Selection of the firms was based on the criteria provided in the table below.

	Criteria	Points
1.	Overall expertise of the firm	5
2.	Overall expertise of the team members	15
3.	Past performance in the service category	20
4.	Project manager qualifications	20
5.	Risk Management plan	10
6.	Office status and location of employees	20
7.	Hourly Rates	10

Project Cost in FY20 and in Future Budget Years

These contracts are for pre-qualified firms to provide engineering services for stormwater management projects. These are multi-year contracts for undefined engineering services. Each Fiscal Year budget request contains funds for this work.

Are Funds Budgeted

Funds are budgeted in: 4052-303204-3321-71205 PROF_SVC CONSTRUCT

Director/Commissioner

Martin/Albright

Cc: Gregory S. Lubeck, P.E., Stormwater Section Manager

