



18-821

**TITLE:** Consider/Discuss/Act on a Resolution Approving Qualified Firms to Provide On-Call Roadway Design Services and On-Call Utility Design Services

**COUNCIL GOAL:** Operational Excellence  
(2B: Balance available resources to accommodate the growth and maintenance needs of the city)

**MEETING DATE:** October 2, 2018

**DEPARTMENT:** Development Services / Engineering

**CONTACT:** Nick Ataie, P.E., Engineering CIP Manager  
Lisa Littrell, CPPO, CPPB, Purchasing Manager

**RECOMMENDED CITY COUNCIL ACTION:**

- Approval of Resolution.

**ITEM SUMMARY:**

- This Resolution approves qualified firms to provide on-call roadway design services and on-call utility design services, and authorizes the City Manager to enter into contracts with these firms within the guidelines of City of McKinney Purchasing Policy.

**BACKGROUND INFORMATION:**

- The City of McKinney utilizes on-call professional services contracts for design and construction support services associated with planned roadway and utility projects.
- State law specifically exempts contracts for professional services from competitive bidding requirements per Texas Local Government Code § 252.022 (a)(4).
- The City of McKinney issued a request for qualifications (RFQ) for on-call roadway design services (18-45RFQ) and on-call utility design services (18-46RFQ) beginning June 10, 2018.

- Legal notices for the solicitations were publically published in a local newspaper on June 10, 2018 and June 17, 2018. In addition, all RFQ's were posted on the City of McKinney Online eBid Procurement Portal and over 500 invitations for each RFQ were sent to registered eBid vendors (within specific categories matching the services/work requested).
- The Engineering Department may require a qualified engineering firm to perform tasks under on-call roadway design services (18-45RFQ) including engineering design services for new alignment, widening, reconstruction of roadways, drainage structures including bridges, and associated public utilities (water, wastewater, traffic signals, illumination, etc.) and associated drainage structures. Projects may also include engineering design services for streetscape, parking, and/or pedestrian improvements within existing public rights-of-way. Topographical and property survey, subsurface utility exploration, right-of-way and easement exhibits, environmental documentation, geotechnical engineering, engineering plans and specifications, limited construction administration, alignment studies, infrastructure planning, and other related services may be included within the scope of individual projects.
- The Engineering Department may require a qualified engineering firm to perform tasks under on-call utility design services (18-46RFQ) including engineering design services for new water and wastewater facilities, replacement of water and wastewater facilities including associated roadway reconstruction, and/or expansion of existing water and wastewater facilities. Topographical and property survey, subsurface utility exploration, right-of-way and easement exhibits, environmental documentation, geotechnical engineering, engineering plans and specifications, limited construction administration, alignment studies, infrastructure planning, and other related services may be included within the scope of individual projects.
- Forty-Six (46) engineering firms submitted their qualification information in response to 18-45RFQ and thirty-one (31) engineering firms submitted their qualification information in response to 18-46RFQ.
- An evaluation committee of 6 staff members from the Engineering Department was assigned to each RFQ.
- Each evaluation committee reviewed and ranked the statements of qualifications based on the following criteria:
  - Qualifications of the proposed project team (15 pts maximum)
  - Similar project experience and client satisfaction (25 pts maximum)
  - Representative project approach (25 pts maximum)
  - Project scenario responses (20 pts maximum)
  - Overall submittal quality (15 pts maximum)
- Scoring for each firm was based on an overall maximum 100 point scale with each scoring criteria containing a maximum number of allowable points as stated

in each RFQ.

- Staff from the evaluation committees utilized Bonfire software (managed by the Purchasing Department) to independently review each statement of qualifications and record evaluation scores for each firm.
- Upon completion of each staff member's evaluation of a firm, a composite firm score (specific to each evaluator) is computed within the Bonfire software.
- Upon completion of all staff member's evaluation for each RFQ, an average firm score is computed within the Bonfire software and overall rankings are provided for each firm which submitted a statement of qualifications (SOQ).
- Of the forty-six (46) engineering firms that submitted a statement of qualifications for on-call roadway design services (18-45RFQ), the following firms were determined to be the most qualified in the selection pool based on the number of expected roadway contracts over the planned 3-year term:
  1. Atkins North America, Inc.
  2. BGE, Inc.
  3. Civil Consulting Group, PLLC
  4. Cobb, Fendley & Associates, Inc.
  5. Freese and Nichols, Inc.
  6. Garver, LLC
  7. Halff Associates, Inc.
  8. Jacobs Engineering Group, Inc.
  9. Kennedy Consulting, Inc.
  10. Kimley-Horn & Associates, Inc.
  11. Teague Nall and Perkins
  12. Walter P Moore and Associates, Inc.
- When on-call roadway design services are required, a proposal will be requested from one of these firms listed above in accordance with the Purchasing Policy.
- Of the thirty-one (31) engineering firms that submitted a statement of qualifications for on-call utility design services (18-46RFQ), the following firms were determined to be the most qualified in the selection pool based on the number of expected utility contracts over the planned 3-year term:
  1. BGE, Inc.
  2. Birkhoff, Hendricks & Carter, LLP
  3. Cobb, Fendley & Associates, Inc.
  4. Dannenbaum Engineering Company, LLC
  5. Freese and Nichols, Inc.
  6. Halff Associates, Inc.
  7. HDR Engineering, Inc.
  8. JQ Infrastructure, LLC
  9. Kimley-Horn & Associates, Inc.

10. Lockwood, Andrews & Newnam, Inc.

11. RJN Group, Inc.

- When on-call utility design services are required, a proposal will be requested from one of these firms listed above in accordance with the Purchasing Policy.
- Firms pre-qualified by the City of McKinney are not guaranteed contracts over the term of the RFQ, and actual contracts will be based on project specific firm qualifications and number of overall contracts based on funding and project programming.
- The firms will remain pre-qualified for professional services contracts for three years from the date of the resolution or until council approval of subsequent qualified firms under a future RFQ for these services.

**FINANCIAL SUMMARY:**

- The individual contracts will be funded through the approved City budget.

**BOARD OR COMMISSION RECOMMENDATION:**

- N/A

**SUPPORTING MATERIALS:**

[Resolution](#)