



21-0778

TITLE: Consider/Discuss/Act on a Resolution Approving Qualified Firms to Provide On Call Roadway Professional Services and On Call Utility Professional Services, and Authorizing the City Manager to Execute Agreements for Professional Services

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

MEETING DATE: September 7, 2021

DEPARTMENT: Development Services/Engineering

CONTACT: Nick Ataie, Engineering CIP Manager (Engineering)
Mindy Smith, Buyer II (Procurement Services)

RECOMMENDED CITY COUNCIL ACTION:

- Approval of Resolution.

ITEM SUMMARY:

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

BACKGROUND INFORMATION:

- The City of McKinney utilizes on-call professional services contracts to efficiently carry out various projects by utilizing qualified professionals with the capabilities to support the city.
- 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 professional services (21-41RFQ) and on-call utility professional

services (21-42RFQ) beginning April 11, 2021.

- Legal notices for the solicitations were publically published in a local newspaper on April 11, 2021, and April 18, 2021. In addition, all RFQ's were posted on the City of McKinney Online eBid Procurement Portal and invitations for each RFQ were sent to registered eBid vendors (within specific categories matching the services/work requested).
- A total of 1,435 suppliers were notified (including 106 HUB notifications) for 21-41RFQ and a total of 1,423 suppliers (including 104 HUB notifications) were provided for 21-42RFQ.
- Various city departments are anticipated to require engineering firms to perform tasks under on-call roadway professional services (21-41RFQ) including professional engineering services related to the planning/study, design, bidding, and/or construction administration for roadways.
- Various city departments are anticipated to require engineering firms to perform tasks under on-call utility professional services (21-42RFQ) including various professional engineering services related to the planning/study, design, bidding, and/or construction administration for water and wastewater utilities.
 - Category 1 under this RFQ includes professional services associated with water and/or wastewater pipelines.
 - Category 2 under this RFQ includes professional services associated with water and/or wastewater facilities such as pump stations, lift stations, and water storage tanks.
- Forty-five (45) engineering firms submitted their qualification information in response to 21-41RFQ and forty-one (41) engineering firms submitted their qualification information in response to 21-42RFQ. Of the firms that submitted on 21-42RFQ, sixteen (16) engineering firms submitted for both Category 1 and Category 2.
- An evaluation committee of 4 city staff were assigned to each RFQ. These evaluation committee members were selected based on their direct experience managing contracts under each RFQ.
- Each evaluation committee reviewed and ranked the statements of qualifications based on the following criteria:
 - Proposed project team and team qualifications (25%)
 - Similar project experience and client satisfaction (27%)
 - Representative project approach (30%)
 - Team service and innovation (15%)
 - Local Business Presence (3%)
- A 3-point score allowance was provided, as shown above, for respondents who completed the Local Business Presence Consideration Application and provided

evidence of their firm having a principal place of business within the City of McKinney city limits.

- 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 Procurement Services) 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 submittal.
- Of the forty-five (45) firms that submitted a statement of qualifications for on-call roadway professional services (21-41RFQ), the following eleven (11) engineering firms were determined to be the most qualified in the selection pool:
 - Atkins North America, Inc.
 - Burns & McDonnell Engineering Company, Inc.
 - Civil Consulting Group, PLLC
 - Cobb, Fendley & Associates, Inc.
 - CP&Y, Inc.
 - EST, Inc.
 - Halff Associates, Inc.
 - Johnson Mirmiran & Thompson, Inc.
 - Kimley-Horn & Associates, Inc.
 - Lockwood, Andrews & Newnam, Inc.
 - Teague Nall and Perkins, Inc.
- When on-call roadway professional services are required, a fee proposal will be selected from one of these firms listed above in accordance with the City of McKinney Procurement Policy.
- Of the forty-one (41) firms that submitted a statement of qualifications for on-call utility professional services (21-42RFQ) Category 1, the following thirteen (13) engineering firms were determined to be the most qualified in the selection pool:
 - Binkley & Barfield, Inc.

- Birkhoff, Hendricks & Carter, LLP
 - Civil Consulting Group, PLLC
 - Freese & Nichols, Inc.
 - Grantham & Associates, Inc.
 - Gresham, Smith and Partners
 - HDR, Inc.
 - JQ Engineering, LLP
 - Kimley-Horn & Associates, Inc.
 - Lockwood, Andrews & Newnam, Inc.
 - RJN Group, Inc.
 - Teague Nall and Perkins, Inc.
 - Westra Consultants, LLC
- When on-call utility professional services related to utility pipelines are required, a fee proposal will be selected from one of these firms listed above in accordance with the City of McKinney Procurement Policy.
 - Of the sixteen (16) firms that submitted a statement of qualifications for on-call utility professional services (21-42RFQ) Category 2, the following five (5) engineering firms were determined to be the most qualified in the selection pool:
 - Birkhoff, Hendricks & Carter, LLP
 - Freese & Nichols, Inc.
 - HDR, Inc.
 - Kimley-Horn & Associates, Inc.
 - Lockwood, Andrews & Newnam, Inc.
 - When on-call utility professional services related to utility facilities are required, a fee proposal will be selected from one of these firms listed above in accordance with the City of McKinney Procurement Policy.
 - The firms will remain pre-qualified for professional services contracts for three years from the date of the resolution.

FINANCIAL SUMMARY:

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

BOARD OR COMMISSION RECOMMENDATION:

- N/A

SUPPORTING MATERIALS:

[Resolution](#)

[21-41RFQ Scoring Summary](#)

[21-42RFQ Scoring Summary](#)