

**Metropolitan Domestic Water Improvement District
Board of Directors Meeting**

May 11, 2015

**Consultant Selection for Miscellaneous Survey Services
for Fiscal Year 2016**

Synopsis

The Board of Directors is requested to approve the consultant selection for Professional Engineering Services for Miscellaneous Survey Services and direct staff to negotiate an acceptable survey services contract agreement with the selected consultant.

Background

Since October 1995, the District has continuously maintained a Miscellaneous Survey Services Contract. The District has utilized the services under this contract for numerous design and construction projects as well as several miscellaneous property and benchmark surveys.

In June 2012, the Board of Directors selected Stantec Consulting Services, Inc. for the Fiscal Year 2013 Miscellaneous Survey Services contract. Subsequently, the District extended the contract with Stantec for two additional years as allowed in the original contract agreement. The existing contract is set to expire on June 30, 2015.

Issues

Based on the anticipated design and construction activities over the next several years, staff concluded that the upcoming design and construction activities can be facilitated by one survey consultant.

The District published a request for Statements of Qualification (SOQ) for Miscellaneous Survey Services in the Daily Territorial on March 2, 3, 4, 5 and 6, 2015. Twelve consultants requested the proposal package and five responded with submitted proposals from their survey departments. The five firms are Amerson Surveying, Inc.; EEC; Rick Engineering Company; Stantec Consulting Service, Inc.; and WestLand Resources, Inc. A committee comprised of three District Engineering Division staff members evaluated each proposal.

Rick Engineering Company received the highest average score from the reviewers. The highest ranking consultant, Rick Engineering Company, is a regional engineering consulting firm based in San Diego, California with a local office that has been established since 1987. The selection of professional services is based upon demonstrated competence and qualifications only as presented in the respective company's statement of qualifications. Statutory requirements regarding the procurement of professional services prohibit the use of cost information associated with professional fees and services in the selection process.

Recommendation

It is recommended that the Board of Directors approve the selection of Rick Engineering Company and direct District staff to proceed with developing an acceptable survey contract agreement (contract and salary rates) with Rick Engineering Company. If staff is unable to negotiate an acceptable survey contract agreement with Rick Engineering Company, then staff has the authorization to negotiate with the next highest ranked firm until an acceptable survey contract agreement is obtained. Staff shall submit the final negotiated survey contract agreement to the Board of Directors for approval.

Suggested Motion

I move to approve the selection of Rick Engineering Company and to direct District staff to proceed with developing an acceptable survey contract agreement (contract and salary rates) with Rick Engineering Company. If staff is unable to negotiate an acceptable survey contract agreement with Rick Engineering Company, then staff has the authorization to negotiate with the next highest ranked firm until an acceptable survey contract agreement is obtained. Staff shall submit the final negotiated survey contract agreement to the Board of Directors for approval.

Respectfully submitted,

Charlie A. Maish, P.E., R.L.S.
District Engineer

I concur with staff's recommendation.

Respectfully submitted,

Joseph Olsen, P.E.
General Manager