

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

May 14, 2012

**Consultant Selection for Miscellaneous Survey Services
for Fiscal Year 2012/2013**

Synopsis

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

Background

The primary purpose of an open-ended miscellaneous survey services contract is to provide survey services for work that is too small to justify soliciting separate proposals, or for work that requires a more rapid response than the process of soliciting project specific Statement of Qualifications and negotiating a contract will permit.

The District has continuously maintained a Miscellaneous Survey Services Contract since October 1995. In May 2009, the Board of Directors selected Stantec, Inc. as its consultant for the Miscellaneous Survey Services Contract for fiscal year 2010. 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, 2012,

Issues

Based on current and anticipated design and construction activities over the next several years, the need to continue utilizing consultants for survey purposes will continue due to the Regional Transportation Authority (RTA) road improvement projects and other design and construction projects. Staff feels 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 5, 6, 7, 8 and 9, 2012. Twenty-one (21) consultants requested the proposal package and seven (7) responded with submitted proposals from their survey departments. A committee comprised of three District Engineering Division staff members evaluated each proposal. The results of the evaluations are tallied below:

SCORE TABULATION					
	Reviewer "A"	Reviewer "B"	Reviewer "C"	Score	Rank
Stantec Consulting Services, Inc.	88	100	86	91.3	1
Rick Engineering Company	78	93	79	83.3	2
EEC	72	90	84	82	3
The WLB Group	81	79	77	79	4
Ashby Surveying and Drafting, Inc.	77	73	84	78	5
Urban Engineering, Inc.	64	85	83	77.33	6
Physical Resource Engineering	59	60	79	66	7
Stormwater Plans, LLC	62	63	55	60	8

Stantec received the highest average score from the reviewers with Rick Engineering Company receiving the second highest. The highest ranking consultant, Stantec Consulting Services, is a large multinational engineering consulting firm with a local office that has been in business in the Tucson area, through its acquisitions, for over 49 years. Stantec previously held the Miscellaneous Design Services contract with the District for several years. Stantec is currently the District's Miscellaneous Survey Services consultant. 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.

Consultant proposals received by the District and a list of the consultants that received proposal packages are available in the Board office for Board member review.

Recommendation

It is recommended that the Board of Directors approve the Engineering Consultant ranking for Miscellaneous Survey Services, and direct District staff to proceed with developing an acceptable survey contract agreement (contract and salary rates) with the top ranked firm, Stantec Consulting Services, Inc. If staff is unable to negotiate an acceptable survey contract agreement with Stantec Consulting Services, Inc., then staff has the authorization to negotiate with the next highest ranked firm, and continue the process, if necessary, 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 Engineering Consultant ranking for Miscellaneous Survey Services, and direct District staff to proceed with developing an acceptable survey contract agreement (contract and salary rates) with the top ranked firm, Stantec, Inc. If staff is unable to negotiate an acceptable survey contract agreement with Stantec, Inc., then staff has the authorization to negotiate with the next highest ranked firm, and continue the process, if necessary, 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,

Mark R. Stratton, P.E.
General Manager