

Issue Analysis Form



Date: September 27, 2022

Item: Award of Contracts –Annual Engineering Services

Lead Department(s): Engineering & Utilities

Contact Person(s): Frank Haltom

Description and Current Status

A "Request for Proposals" (RFP) for annual engineering services was solicited publicly with the closing date for proposals on September 8, 2022. Nine proposals were received. County staff evaluated and scored each of the proposals based on the criteria outlined in the RFP. The compiled scores are attached.

The term is for a one-year period and may be renewed by the County for three (3) years at successive one-year periods under the terms and conditions of the original contract. Individual awards for specific projects in excess of \$50,000 will be provided to the Board for approval. These contracts will be effective on October 10, 2022.

Staff recommends an award of the annual engineering services contracts to Gannett Fleming, Dewberry, WW Associates, Timmons Group, Bowman, Draper Aden and RK&K for providing comprehensive engineering services in accordance with the terms and conditions provided for in RFP #23-01-0103.

Sample Motion: I move the Board approve the resolution to award the contracts for Annual Engineering Services to Gannett Fleming, Dewberry, WW Associates, Timmons Group, Bowman, Draper Aden and RK&K.

Government Path

- | | | |
|---|---|--|
| Does this require IDA action? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| Does this require BZA action? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| Does This require Planning Commission Action? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| Does this require Board of Supervisors action? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Does this require a public hearing? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |

If so, before what date?

Fiscal Impact Statement

None.

County Impact

Award of these contracts will allow County Department Heads to secure engineering services from a pool of qualified firms.

Notes

None.

Board of Supervisors
County of Prince George, Virginia

Resolution

At a regular meeting of the Board of Supervisors of the County of Prince George held in the Boardroom, Third Floor, County Administration Building, 6602 Courts Drive, Prince George, Virginia, this 27th day of September, 2022:

Present:

Marlene J. Waymack, Chair
Donald Hunter, Vice Chair
Floyd M. Brown, Jr.
Alan R. Carmichael
T. J. Webb

Vote:

A-1

On motion of _____, seconded by _____, which carried by a vote of _____ in favor and _____ opposed, the following Resolution was adopted:

RESOLUTION: AWARD OF CONTRACTS FOR ANNUAL ENGINEERING SERVICES

WHEREAS, A "Request for Proposals" (RFP) was solicited publicly with the closing date for proposals on September 8, 2022, and nine proposals were received; and

WHEREAS, the proposals were evaluated and scored by County staff based on the criteria outlined in the RFP; and

WHEREAS, the term is for a one-year period and renewable by the County for three (3) additional years at successive one-year periods under the terms and conditions of the original contract. Individual awards for specific projects in excess of \$50,000 will be provided to the Board for approval. These contracts will be effective on October 10, 2022; and

WHEREAS, Staff recommends an award of the annual engineering services contracts to Gannett Fleming, Dewberry, WW Associates, Timmons Group, Bowman, Draper Aden and RK&K for providing comprehensive engineering services in accordance with the terms and conditions provided for in RFP #23-01-0103

NOW, THEREFORE BE IT RESOLVED: that the Board of Supervisors of the County of Prince George this 27th day of September, 2022, hereby awards the annual engineering services contracts to Gannett Fleming, Dewberry, WW Associates, Timmons Group, Bowman, Draper Aden and RK&K.

A Copy Teste:

Jeffrey D. Stoke
County Administrator

Evaluation Consensus County of Prince George #23-01-0103 Services		RFP Engineering		Draper Aden Associates	Dewberry	Timmons Group	Johnson, Mirmiran & Thompson (JMT)	RK & K	Bowman	WW Associates	Potesta	Gannett Fleming
Proposals Due: 2:00 PM, September 8, 2022		Criteria	Weight									
Demonstration of the firm's ability to perform Engineering services relative to those required for water and wastewater construction.		30	28.67	29.00	28.67	25.33	28.33	25.67	29.33	21.00	28.67	
Depth of experience and education of all personnel, including sub consultants, who will be assigned to work on County projects.		20	15.00	17.33	16.67	14.33	18.00	14.00	17.67	12.33	18.00	
Managerial capabilities including typical approach to individual projects; approach to problem/task resolution; and methodology/data gathering techniques and procedures.		20	17.00	17.00	18.33	14.33	17.67	16.33	18.67	14.00	18.33	
Demonstrated ability of the offeror to complete professional services projects on schedule and within budgeted cost.		15	12.00	13.00	14.00	11.00	12.00	11.00	12.33	9.00	12.33	
Experience of the offeror of successful administration of annual requirements contracts with other localities.		5	5.00	4.67	4.67	5.00	4.67	4.67	5.00	3.00	4.67	
Demonstrated knowledge of local conditions with ability to respond to County project sites within twenty-four hours.		5	4.67	5.00	5.00	4.33	5.00	5.00	5.00	3.00	4.67	
Demonstration of quality commitment as outlined in solicitation.		5	4.67	4.67	4.33	3.33	4.33	4.33	4.67	2.33	4.67	
Total		100	87.00	90.67	91.67	77.67	90.00	81.00	92.67	64.67	91.33	
			6	4	2	8	5	7	1	9	3	