

City Council – Action Request Form

Date: May 10, 2021

To: Mayor, Mayor Pro Tempore, and Members of the City Council

From: Damon C. Dequenne, Assistant City Manager
Robert Prestwood, City Engineer

Council Action Requested:

Resolution to Enter into an On-Call Contract with Terracon Consultants, Inc. for Soils and Materials Testing Services

Strategic Focus Area: Quality Transportation

Strategic Objective: No

Strategic Plan Action Item: No

Key Work Item: No



Summary of Information:

In November 2018, the citizens of Winston-Salem voted to approve the issuance of bonds for capital improvements in the areas of public safety, parks and recreation, and streets and sidewalk. As part of these capital projects and ongoing operations, the City of Winston-Salem has a need for on-call contract for soils and materials testing for operations and maintenance needs, and capital projects.

The City selects firms to provide architectural, engineering, and surveying services in accordance with public policy established in N.C.G.S. §143-64.31, which provides for a qualifications-based selection process. In March 2021, the City posted Requests for Letters of Interest/Statement of Qualifications (RLOI/SOQ) to perform soils and materials testing services on the City’s website. Six engineering firms submitted LOI/SOQ’s. A panel consisting of the Assistant Utilities Director/ Business Services, Deputy Director of Transportation, Engineering Field Manager, and the Construction Inspector Supervisor evaluated the proposals based on the following criteria:

- Business Location
- Work Experience
- Understanding of Project
- Past Performance

Committee Action:

Committee	<u>Finance 5/10/2021</u>	Action	<u>Approval</u>
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For	<u>Unanimous</u>	Against	<u></u>
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Remarks:

Terracon Consultants, Inc. was rated as the most qualified firm to provide soils and materials testing services. This on-call contract will be for a three-year period. Based on existing capital projects it has been estimated that the City will need approximately \$200,000.00 in testing services over this three-year period. Funds for this on-call service have been included in the budgets for the 2018 bond projects. The proposal opportunity was advertised on the City website and sent to architectural and engineering firms. See Exhibit A for the workforce demographics of the selected firm and Exhibit B for the scoring matrix for the firms that were evaluated.