City Council – Action Request Form

Date: June 13, 2022

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

From: Johnnie Taylor, Assistant City Manager

Nicholas Geis, Property and Facility Management Director

Council Action Requested:

Resolution to Enter into an Agreement with Stantec Consulting Services Inc. for Professional Engineering Services for the Design and Construction Oversight for Bryce A. Stuart Parking Deck Repairs (South Ward)

Strategic Focus Area: Service Excellence

Strategic Objective: Ensure Service Delivery Efficiency and Effectiveness

Strategic Plan Action Item: No

Key Work Item: No



Summary of Information:

The proposed services will be used to provide engineering services for Phase 2 Bryce A. Stuart Parking Deck Repairs.

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 February 2022, the City posted a Request for Letters of Interest/Statement of Qualifications (LOI/SOQ) to perform engineering design services on the City website. Four firms submitted LOI/SOQ's. A panel consisting of 2 project coordinators, Civil Engineer, Engineering Design Manager evaluated the proposals based on the following criteria:

- M/WBE Commitment (20%)
- Location of Business (20%)
- Work Experience (25%)
- Understanding of Project (20%)
- Staff Availability (15%)

| Committee | Finance 6/13/22 | Action | Approval |
|-----------|-----------------|---------|----------|
| For | Unanimous | Against | |
| Remarks: | | = | |
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In accordance with N.C.G.S. §143-64.31, the City entered into contract negotiations with Stantec Consulting Services Inc. which included identifying the full scope of services to be provided and a proposed fee for this work. Staff is finalizing the scope and schedule for fees not to exceed \$114,644. Based on the total scope of work, staff believes that this is a fair and reasonable fee. The proposal opportunity was advertised on the City website. See Exhibit A and Exhibit B, the workforce demographics of Stantec Consulting Services Inc., and the scoring matrix for the firms that were evaluated.