

REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res/Ord No.: 18634

Sponsor(s): Bob Spence

Date: October 20, 2014

SUBJECT	<p>Action Requested <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Awarding a Twenty-Four Month Term and Supply Contract, with Two Twelve Month Options to Extend, for the furnishing of Professional Survey Services for the Public Works Department to Bartlett and West, Inc. of Lee's Summit, Missouri under the Terms and Conditions of Request for Qualifications No. 60-14.</u></p>																																								
BUDGET INFORMATION <i>To be completed By Requesting Department and Finance</i>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Amount authorized by this legislation this fiscal year:</td> <td style="width: 20%;"></td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td></td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td></td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td></td> </tr> <tr> <td>Source of funding (name of fund) and account code number:</td> <td></td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p>OTHER FINANCIAL INFORMATION:</p> <p><input type="checkbox"/> No budget impact (no fiscal note required) <input type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract: Department: Public Works Estimated Use: \$25,000.00</p> <p>Prior Year Budget (if applicable): \$25,000.00 Prior Year Actual Amount Spent (if applicable): \$20,850.00</p>	Amount authorized by this legislation this fiscal year:		Amount previously authorized this fiscal year:		Total amount authorized after this legislative action:		Amount budgeted for this item * (including transfers):		Source of funding (name of fund) and account code number:																															
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PRIOR LEGISLATION	<p>Prior ordinances and (date): Prior resolutions and (date):</p>																																								
CONTACT INFORMATION	<p>RLA drafted by (name, title, & phone): Barbara Casamento, Purchasing Supervisor, 881-3253</p>																																								
REQUEST SUMMARY	<p>The Public Works Department requires a Term and Supply Contract for Professional Survey Services. The Purchasing Department issued Request for Qualifications No. 60-14 in response to those requirements.</p> <p>A total of thirty-five notifications were distributed and seven responses were received and evaluated as follows:</p> <table border="1" style="width: 100%; border-collapse: collapse; margin: 10px 0;"> <thead> <tr> <th style="width: 50%;">Vendor and Location</th> <th style="width: 10%;">Content - 5%</th> <th style="width: 15%;">Qualifications and Experience - 60%</th> <th style="width: 15%;">References - 35%</th> <th style="width: 10%;">Total</th> </tr> </thead> <tbody> <tr> <td>Bartlett and West, Lee's Summit, MO</td> <td style="text-align: center;">5</td> <td style="text-align: center;">58</td> <td style="text-align: center;">35</td> <td style="text-align: center;">98</td> </tr> <tr> <td>Trekk Design Group, KCMO</td> <td style="text-align: center;">4</td> <td style="text-align: center;">56</td> <td style="text-align: center;">35</td> <td style="text-align: center;">95</td> </tr> <tr> <td>Cook, Flatt and Strobel, KCMO</td> <td style="text-align: center;">3</td> <td style="text-align: center;">56</td> <td style="text-align: center;">35</td> <td style="text-align: center;">94</td> </tr> <tr> <td>Crowley, Wade, Milstead, Independence, MO</td> <td style="text-align: center;">5</td> <td style="text-align: center;">41</td> <td style="text-align: center;">30</td> <td style="text-align: center;">76</td> </tr> <tr> <td>Taliaferro and Browne, KCMO</td> <td style="text-align: center;">5</td> <td style="text-align: center;">30</td> <td style="text-align: center;">25</td> <td style="text-align: center;">60</td> </tr> <tr> <td>Affinis Corporation, Overland Park, KS</td> <td style="text-align: center;">3</td> <td style="text-align: center;">30</td> <td style="text-align: center;">25</td> <td style="text-align: center;">58</td> </tr> <tr> <td>Weiskrich and Parks, Independence, MO</td> <td style="text-align: center;">1</td> <td style="text-align: center;">30</td> <td style="text-align: center;">25</td> <td style="text-align: center;">56</td> </tr> </tbody> </table> <p>Pursuant to Section 1054.6 of the Jackson County Code, the Director of Finance and Purchasing recommends the award of a Term and Supply Contract for the furnishing of Professional Survey Services for the Public Works Department to Bartlett and West of Lee's Summit, Missouri as the best proposal received.</p> <p>This award if made on an "as needed" basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases is subject to annual appropriations.</p>	Vendor and Location	Content - 5%	Qualifications and Experience - 60%	References - 35%	Total	Bartlett and West, Lee's Summit, MO	5	58	35	98	Trekk Design Group, KCMO	4	56	35	95	Cook, Flatt and Strobel, KCMO	3	56	35	94	Crowley, Wade, Milstead, Independence, MO	5	41	30	76	Taliaferro and Browne, KCMO	5	30	25	60	Affinis Corporation, Overland Park, KS	3	30	25	58	Weiskrich and Parks, Independence, MO	1	30	25	56
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CLEARANCE	<input checked="" type="checkbox"/> Tax Clearance Completed (Purchasing & Department) <input checked="" type="checkbox"/> Business License Verified (Purchasing & Department) <input checked="" type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)	
ATTACHMENTS	Abstract of Proposals Received, Recommendation Memorandum from Mr. Earl Newill, Acting Director of Public Works and the Schedule of Rates for Bartlett and West.	
REVIEW	Department Director: <i>Earl Newill</i>	Date: <i>10-13-14</i>
	Finance (Budget Approval): <i>If applicable N/A</i> <i>Alberon S Ball</i>	Date: <i>10-14-14</i>
	Division Manager: <i>[Signature]</i>	Date: <i>10/14/14</i>
	County Counselor's Office:	Date:

Fiscal Information (to be verified by Budget Office in Finance Department)

- This expenditure was included in the annual budget.
- Funds for this were encumbered from the _____ Fund in _____.
- There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- Funds sufficient for this expenditure will be/were appropriated by Ordinance # _____
- Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:

- This award is made on a need basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases will, of necessity, be determined as each using agency places its order.
- This legislative action does not impact the County financially and does not require Finance/Budget approval.

BID NO: 60-14 DATE: 9/9/2014 COMMODITY: Professional Survey Services		UNIT QTY	
NO DESCRIPTION		AMOUNT	

Bartlett & West	Weiskirch & Parks Engineers Inc.	CFS Engineers	TREKK Design Group LLC	Crowley, Wade, Millstead Inc.	Affinis Corp.	Taliaferro & Browne, Inc.
See bid	See bid	See bid	See bid	See bid	See bid	See bid
AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT

Request for Qualifications

CERTIFICATION OF BID OPENING
 BIDS WERE PUBLICLY
 OPENED AND RECORDED

ON: September 9, 2014 BY

[Signature]
 CLERK OF THE LEGISLATURE
[Signature]
 PURCHASING

Res. 18634



MEMORANDUM

TO: Barbara Casamento

FROM: Earl Newill, P.E.
Acting Director, Public Works *Earl Newill*

DATE: September 30, 2014

RE: On-Call Professional Survey Services – RFQ 60-14

On August 12, 2014 a request for qualifications was issued; on September 9, 2014 bid number 60-14 was opened with seven companies providing proposals.

A scoring spreadsheet was created using percentages to rate each company in accordance with the RFQ processes and criteria.

Out of the seven companies, **Bartlett and West, Inc.** received the highest score.

The scoring spreadsheet is available upon request.

RFQ - Professional Survey Services RFQ No. 60-14 OPEN DATE: 09/09/2014

No of Bidders	Category	Grading Criteria	Qualifications and Experience (explanations of grading criteria at bottom)					References			TOTALS	Company Statistics	Other Services provided by company		
			Responsive to Request for Qualifications	Availability (On-Call engagements)	Range of project types (similar engagements)	Exceptions	Company Age	Provide 3 references of clients for Similar Projects	WBE and MBE information	Provide information on resumes, experience, education, and skills				Range of project owners: Public and Private work	Location
1	Surveying Companies Weiskirch And Parks Engineers Inc	Max Point Value: Independence, MO.	5 Points	10 Points	15 Points	20 Points	10 Points	5 Points	0	Did not include participations with WBE and MBE firms	10 points	15 points	10 points	5 total employees with 0 Women, 0 Hispanic, 0 Black, 0 Asian, 0 Am Indian, and 5 others	Different companies since 1922 Commercial and residential development projects. No On-Call Services with local municipalities
2	Cook, Platt and Strobel Engineers, P.A. (CFS Engineers)	Kansas City, MO.	3	10	15	16	10	5	Utilized and participate with 3 WBE (Trek Design for Storm Drainage, VSM Eng for Utility Coord, and Landworks Studios for Landscape Design and 1 MBE (Hig Consult for Water Line design) subcontractors in 2014	10	15	10	77 total employees in 7 offices with 10 Women, 3 Hispanic, 0 Black, 1 Asian, 0 Am Indian, and 0 others	Started in 1961 7 total Offices. On-Call Services with 8 local municipalities Eng and Design services: Planning, Site Development, Geotechnology, Transportation, Bridge, Construction Inspection, and Public Utilities. Uses 3D Lidar, Terrestrial Scanning for mapping and road project presentations	
3	TREKK Design Group LLC	Kansas City, MO.	4	10	15	16	10	5	WBE firm with KCMO and DBE with State of MO. Utilize and participate with 2 WBE/ MBE subcontractors (Vireo for Landscape Arch and Schmitz, King & Assoc for survey and drafting)	10	15	10	79 total employees in 7 Offices with 13 Women, 3 Hispanic, 3 Black, 1 Asian, 0 Am Indian, and 1 others	Started in 2002 On-Call Survey Service and Engineering Service with 2 local municipalities (City of Grain Valley and City of Belton) Pol-holing/vacuum excavation services, Railroad and High speed railway contractor safety certifications with UPR and BNSF Railway, utilizes robotic surveying total stations, Subsurface Utility Engineering (SUE) for MDDOT. Eng and Design services: Transportation & Traffic Engineering, Construction Observation, Asset Management & GIS Services, Water & Wastewater Eng., Electrical Eng. and Land Planning	
4	Bartlett And West	Lee's Summit, MO.	5	10	15	18	10	5	Company wide utilizes and participates with 48 vendors that are either WBE, MBE, or Veteran on various tasks. 10 of these companies are near the KCMO metro areas	10	15	10	408 total employees in 14 Offices with 83 Women, 5 Hispanic, 1 Black, 4 Asian, 1 Am Indian, 3 others, and 12 Veterans. Lee's Summit office- 12 employees	Started in 1957 On-Call Surveying Service with 2 local municipalities (Jackson County, and City of Lee's Summit). Utilize LIDAR Terrestrial surveying scanners. Eng and Design services: Energy Industry, GIS & Information Management, Landscape Architecture, Mechanical, Electrical, & Plumbing Design, Rail Services, Right-of-Way, Roads & Highways, Site Planning, Stormwater Management, Strategic Planning, Structural Engineering, Survey & Construction Observation, Sustainable Design, Wastewater Collection & Treatment, and Water Supply, Treatment, & Distribution	
5	Crowley, Wade, Milstead, Inc.	Independence, MO.	5	5	10	14	10	2	WBE firm. Did not include other participations with WBE and MBE firms	10	10	10	10 total employees with 2 Women, 0 Hispanic, 0 Black, 0 Asian, 0 Am Indian, and 0 others	Started in 2002, formally Larkyn Group Consulting. No On-Call Surveying services with local municipality. Eng and Design services: Transportation Engineering, Water Resources, Federal Services, Site Development	
6	Affinis Corporation	Overland Park, KS.	3	0	10	8	10	2	Did not include participations with WBE and MBE firms	10	5	10	38 total employees with 9 Women, 0 Hispanic, 9 Black, 1 Asian, 0 Am Indian, and 30 others	Started in 1966 No On-Call Surveying services with local municipality. Eng and Design services: Transportation Engineering, Water Resources, Federal Services, Site Development	
7	Tallarero & Browne, Inc.	Kansas City, MO.	5	0	10	8	10	2	WBE firm. Did not include other participations with WBE and MBE firms	5	10	10	38 total employees with 9 Women, 0 Hispanic, 9 Black, 1 Asian, 0 Am Indian, and 30 others	Started in 1966 No On-Call Surveying services with local municipality. Eng and Design services: Transportation Engineering, Water Resources, Federal Services, Site Development	

Res. 18634

Barbara J. Casamento

From: Christopher C. Jenkins **Res. 18634**
Sent: Monday, October 06, 2014 4:02 PM
To: Barbara J. Casamento
Subject: Prices for Surveying Services for JCPW
Attachments: 2014-10-03 BWE Schedule of Hourly Charges Rates.pdf; 2014-10-03 BEW Schedule of Re-imbursable Charges 2014-2018.pdf

Good afternoon Barbara,

Please see attached the Negotiated pricing with Bartlett and West, Inc. for the Professional Surveying Services proposal. JCPW finds the prices reasonable with no escalation. Therefore, approves the proposal. The original RFQ is No. 60-14.

Please

Thank you,

Chris Jenkins
Civil Engineer I, Project Manager, Subdivision Reviewer
Jackson County Public Works
Engineering Division
303 W Walnut
Independence, MO. 64050

Direct Line: (816) 881-4429
Cell #: (816) 810-1008
Fax # for Eng Div: (816) 881-1700

Res. 18634

**Schedule of Hourly Charges for Jackson County, Mo.
On-Call Professional Survey Services from 2014 thru 2018**

Engineer XI/Landscape Arch XI	\$230.00	Right-of-Way Technician V	\$110.00
Engineer X/Landscape Arch X	\$219.00	Right-of-Way Technician IV	\$99.00
Engineer IX/Landscape Arch IX	\$206.00	Right-of-Way Technician III	\$90.00
Engineer VIII/Landscape Arch VIII	\$190.00	Right-of-Way Technician II	\$80.00
Engineer VII/Landscape Arch VII	\$175.00	Right-of-Way Technician I	\$68.00
Engineer VI/Landscape Arch VI	\$158.00		
Engineer V/Landscape Arch V	\$147.00	Administrator V	\$127.00
Engineer IV/ Landscape Arch IV	\$135.00	Administrator IV	\$110.00
Engineer III/Landscape Arch III	\$124.00	Administrator III	\$92.00
Engineer II/Landscape Arch II	\$112.00	Administrator II	\$83.00
Engineer I/Landscape Arch I	\$101.00	Administrator I	\$74.00
Engineering Technician XI	\$184.00		
Engineering Technician X	\$161.00		
Engineering Technician IX	\$144.00		
Engineering Technician VIII	\$125.00		
Engineering Technician VII	\$112.00		
Engineering Technician VI	\$103.00		
Engineering Technician V	\$94.00		
Engineering Technician IV	\$86.00		
Engineering Technician III	\$76.00		
Engineering Technician II	\$69.00		
Engineering Technician I	\$64.00		
Surveyor VIII	\$153.00		
Surveyor VII	\$144.00		
Surveyor VI	\$133.00		
Surveyor V	\$119.00		
Surveyor IV	\$109.00		
Surveyor III	\$96.00		
Surveyor II	\$84.00		
Surveyor I	\$73.00		
Survey Technician VI	\$94.00		
Survey Technician V	\$82.00		
Survey Technician IV	\$71.00		
Survey Technician III	\$60.00		
Survey Technician II	\$55.00		
Survey Technician I	\$49.00		
Field Representative X	\$147.00		
Field Representative IX	\$138.00		
Field Representative VIII	\$125.00		
Field Representative VII	\$113.00		
Field Representative VI	\$102.00		
Field Representative V	\$92.00		
Field Representative IV	\$83.00		
Field Representative III	\$75.00		
Field Representative II	\$68.00		
Field Representative I	\$61.00		
Right-of-Way Specialist IV	\$207.00		
Right-of-Way Specialist III	\$173.00		
Right-of-Way Specialist II	\$150.00		
Right-of-Way Specialist I	\$133.00		

BARTLETT & WEST

**Schedule of Reimbursable Costs/Charges for Jackson County, Mo.
On-Call Professional Survey Services from 2014 thru 2018**

DESCRIPTION	CHARGE AMOUNT	UNIT	EXPENSE CODE
REPRODUCTION			
Blackline Prints			
Bond, Full Size - 24x36	\$1.20	Each	PBOND1
Bond, Half Size Reduction - 11x17	\$0.84	Each	PBOND 1/2
Vellum, Full Size - 24x36	\$7.20	Each	PVELLUM
Mylar, Full Size - 24x36	\$14.40	Each	PMYLAR
Photocopies			
Black & White - up to 11x17	\$0.18	Each	COPIES
Small Size Color Copies , 8.5x 11	\$1.08	Each	CCOPY
Large Size Color Copies, > 8.5x 11	\$1.80	Each	CCOPYLG
Scan			
Small Scan - 8.5 x 11 (Black/Color)	\$0.14	Each	PGSCAN
Full Size Scan - 24x36 -(Black)	\$2.40	Each	SCAN
Full Size Scan - 24x36 - (Color)*	\$6.00	Each	CSCAN
Inkjet Plotters - 24x36			
Bond (Black)	\$1.80	Lin. Ft.	PLOT
Bond (Color)	\$3.00	Lin. Ft.	PLOTTC
Vellum (Black/Color)	\$3.60	Lin. Ft.	PLOTV
Mylar (Black/Color)	\$7.20	Lin. Ft.	PLOTM
SYSTEMS & SOFTWARE CHARGES			
CADD Software Charges (AutoCAD, Civil 3D, LDD, GEOPAC etc.)	\$8.40	Hour	CADD
FIELD EQUIPMENT & MATERIALS			
Nuclear Density Testing Equipment	\$36.00	Hour	NUCLEAR
Survey Equipment			
Survey Equipment One-Man Crew	\$60.00	Hour	SEQ1
Survey Equipment Two-Man Crew	\$30.00	Hour	SEQ2
LiDAR Equipment			
LiDAR Equipment Charges	\$1,800.00	Day	LIDAR
Mobilization Fee	\$600.00	Per Project	MOBILE
Staking Materials			
Fence Posts	\$6.00	Each	FENCEPOST
Lath & Flats (1x2x16)	\$0.54	Each	LATH/FLAT
Hubs (2x2x12)	\$0.48	Each	HUBS
Iron Pins	\$1.86	Each	IRONPIN
Wire Flags	\$0.24	Each	WIREFLAG
VEHICLES	\$0.20		
Trucks, Cars, SUV's - all vehicles	\$0.67 to \$0.77	Mile	Varies
ATV (All Terrain Vehicle)	\$60.00	Day	ATV
ATV (All Terrain Vehicle) incl. Trailer	\$90.00	Day	ATVT
UTV (Utility Terrain Vehicle) incl. Trailer	\$156.00	Day	UTVT
MISCELLANEOUS			
Subconsultants	At Cost + 10%	LS	Varies
Fax Transmissions	\$0.60	Page	FAX