



Memorandum

To: Honorable Mayor and Members of the City Council
Administration and Public Works Committee

From: David Stoneback, Public Works Agency Director
Lara Biggs, Bureau Chief – Capital Planning / City Engineer
Paul Moyano, Senior Project Manager

Subject: Emerson Street Wholesale Water Meter Engineering Services (RFP 17-36)

Date: June 15, 2017

Recommended Action:

Staff recommends City Council authorize the City Manager to execute a contract for the Emerson Street Wholesale Water Meter Engineering Services (RFP 17-36) with Crawford, Murphy & Tilly (550 N. Commons Dr., Suite 116, Aurora, IL 60504) in the amount of \$124,487.00.

Funding Source:

Funding for design will be provided from the Water Fund Reserves as a CIP project (Account 513.71.7330.62145 – 717017). This project was not budgeted for 2017, but funding is available from savings in water operations funding in Account 513.71.4225.62180.

Livability Benefits:

Built Environment: Manage water resources responsibly

Background:

New infrastructure is needed to support the wholesale water supply to the Villages of Morton Grove and Niles. Per the contract entered into with these parties, the City of Evanston will need to build and operate a new water meter at the intersection of McCormick Boulevard and Emerson Street. The new wholesale customers will then tie into the City's system at this point. This is a significant project with various challenges due to the proximity of other utilities, traffic, operational requirements, expectations for redundancy, and the material and size of the existing transmission main.

Timing for the progress of this project is stipulated in the wholesale water contract between the City of Evanston and Morton Grove and Niles. The City of Evanston has

received formal notification to proceed with Phase I Planning per the wholesale water contract. The City of Evanston will not proceed with Phase II Design or Phase III Construction until authorization is provided by Morton Grove and Niles, indicating that they have also begun work on parallel tasks for the design of the receiving water system.

Summary:

On April 20, 2017 staff issued a Request for Proposal for professional engineering services for the Emerson Street Wholesale Water Meter. This project was advertised in the Pioneer Press and on Demandstar. On May 23, 2017 the City received two proposals as follows:

Firm	Address	Total Cost
Carollo Engineers, Inc.	8600 W. Bryn Mawr Avenue, Suite 900N, Chicago, Illinois 60631	\$178,698.70
Crawford, Murphy & Tilly	550 N. Commons Dr., Suite 116, Aurora, Illinois 60504	\$234,900.00

Proposals were reviewed by the following staff:

- David Stoneback, Public Works Agency Director
- Jay Henderson, Division Chief – Pumping
- Keith Kleiner, Mechanic – Pumping
- Paul Moyano, Senior Project Manager
- Hannah Grooms, Civil Engineer II
- Linda Thomas, Purchasing Specialist

The scoring of the proposals is shown on the following table.

Selection Criteria	Max Pts	Carollo	CMT
Firm Qualifications and Experience	15	11	14
Project Team Qualifications and experience	20	16	18
Project Approach	15	12	12
Cost	20	18	14
Willingness to Execute Agreement	10	10	10
Organization and Completeness of Proposal	10	9	10
M/W/EBE Participation	10	10	10
Totals	100	86	88

CMT received the highest overall score. Their proposal demonstrated relevant experience working with the specific pipe material that will be modified as part of this project. CMT offered a lower Phase I Planning and Phase II Design cost as shown in the table below. While the Phase III Construction cost is higher, staff believes that the proposed construction level of effort and cost is reasonable based on the City's experience with the installation of a similar meter at the water plant in 2014. Additionally, construction services are established as an hourly rate not-to-exceed cost, so the City will pay only for the services needed based on final construction requirements.

Firm	Phase I and II Cost	Phase III Cost	Total Cost
Carollo	\$128,619.20	\$50,079.50	\$178,698.70
CMT	\$124,487.00	\$110,413.00	\$234,900.00

CMT is proposing to comply with the 25% MBE participation goal. A memo reviewing compliance with the City's M/W/EBE program is attached based on the total proposed costs.

The engineering contract will be in the amount of \$124,487.00. Notice to Proceed will only be provided for Phase I Planning work. Authorization for Phase II Design and Phase III Construction will be coordinated with Morton Grove and Niles as the development of their infrastructure to receive water from Evanston proceeds. Once authorization for Phase III Construction is provided by Morton Grove and Niles, an Amendment to this engineering contract will be presented to the City Council for approval. The anticipated cost for Phase III Construction is \$110,413.00.

Attachments:

M/W/EBE Memo