



Date of Council Meeting: July 14, 2015

**TOWN OF LEESBURG
TOWN COUNCIL MEETING**

Subject: Awarding continuing services contracts for Comprehensive Engineering, Architectural, Surveying and Related Services

Staff Contact: Renee LaFollette, Director of Public Works and Capital Projects
Tom Brandon, Capital Projects Manager
Kathy Elgin, Chief Procurement Officer

Council Action Requested: To consider awarding continuing services contracts for Comprehensive Engineering, Architectural, Surveying and Related Services to Amec Foster Wheeler Environment & Infrastructure, Inc.; ATCS, P.L.C.; Hazen and Sawyer, P.C.; Paciulli, Simmons & Associates, Ltd.; Rinker Design Associates, PC; and Rummel, Klepper & Kahl, LLP

Staff Recommendations: Staff recommends that the Town Council award six continuing services contracts for Comprehensive Engineering, Architectural, Surveying and Related Services to:

- Amec Foster Wheeler Environment & Infrastructure, Inc. of Chantilly, VA
- ATCS, P.L.C. of Herndon, VA
- Hazen and Sawyer, P.C. of Fairfax, VA
- Paciulli, Simmons & Associates, Ltd. of Leesburg, VA
- Rinker Design Associates, PC of Manassas, VA
- Rummel, Klepper & Kahl, LLP of Fairfax, VA

Commission Recommendation: None.

Fiscal Impact: The funding necessary to manage Comprehensive Engineering, Architectural, Surveying and Related Services are provided by each project. No additional funding is necessary.

Work Plan Impact: None. These services are part of the current work plan for projects within the Capital Improvement Program (CIP).

Executive Summary: The Town routinely requires professional engineering, architectural, surveying and related services to prepare construction documents, conduct studies, perform field surveys and provide other services. It has been the practice of the Town to obtain services for smaller assignments under open-end or continuing services type contracts. The Town awards these contracts to multiple firms to provide flexibility in assigning tasks. Although much of the work is performed in connection with the Town's Capital Improvement Program, these contracts are also used by other Town departments as needed for other small engineering assignments.

Background: Professional engineering, architectural, surveying and related services are performed on a project-by-project basis. Individual or multiple tasks to any of the firms selected are

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based on one or more of the following criteria: qualification of the firm to complete the task, ability to meet specific Town schedule requirements, availability of the firm's staff, and cost-effectiveness.

The current professional engineering contracts were awarded in 2012 and all will expire between June and August, 2015.

The Town's Procurement Policy and the Virginia Public Procurement Act permit these services to be provided under continuing services contracts provided that each task is less than \$100,000 and the total aggregate task orders per year do not exceed \$500,000 per contract. There is no guaranteed minimum amount of work required to be assigned to a consultant under these contracts. The contracts are for an initial period of one year, renewable for up to four additional consecutive periods of one year each.

In response to a solicitation for Comprehensive Engineering, Architectural, Surveying and Related Services for the Town's capital projects, 28 proposals were received from the following firms:

- A. Morton Thomas and Associates, Inc.
- AECOM Technical Services, Inc.
- Amec Foster Wheeler Environment & Infrastructure, Inc.
- ATCS, P.L.C.
- BKV Group, Inc.
- Bohler Engineering VA, LLC
- Bowman Consulting Group, Ltd.
- Clark Nexsen, Inc.
- DBI Architects, Inc.
- GKY & Associates, Inc.
- Hazen and Sawyer, P.C.
- Hill Studio
- Johnson, Mirmiran & Thompson
- Karl Riedel Architecture, PC
- Kimley-Horn and Associates, Inc.
- Paciulli, Simmons & Associates, Ltd.
- PILLAR, Inc.
- Proffitt & Associates Architects, P.C.
- Rinker Design Associates, PC
- Rummel, Klepper & Kahl, LLP
- Sabra, Wang & Associates, Inc.
- Stantec Consulting Services Inc.
- STV Incorporated
- The BC Consultants Inc.
- Timmons Group, Inc.
- Urban, Ltd.
- Whitman, Requardt & Associates, LLP
- Woolpert, Inc.

The selection committee consisting of representatives from Capital Projects, Public Works, Utilities, and Procurement (non-voting) evaluated the proposals received against the advertised criteria in accordance with the Town's Procurement Policy. The ten highest ranked firms were interviewed for further consideration. The committee's recommendations are based on the results of the interviews combined with the original proposals.

PRESENTED July 14, 2015

RESOLUTION NO. 2015-_____

ADOPTED _____

A RESOLUTION: AWARDING CONTINUING SERVICES CONTRACTS FOR COMPREHENSIVE ENGINEERING, ARCHITECTURAL, SURVEYING AND RELATED SERVICES

WHEREAS, in response to a public solicitation for continuing services for Comprehensive Engineering, Architectural, Surveying and Related Services for the Town's capital projects, 28 proposals were received from the following firms:

- A. Morton Thomas and Associates, Inc.
- AECOM Technical Services, Inc.
- Amec Foster Wheeler Environment & Infrastructure, Inc.
- ATCS, P.L.C.
- BKV Group, Inc.
- Bohler Engineering VA, LLC
- Bowman Consulting Group, Ltd.
- Clark Nexsen, Inc.
- DBI Architects, Inc.
- GKY & Associates, Inc.
- Hazen and Sawyer, P.C.
- Hill Studio
- Johnson, Mirmiran & Thompson
- Karl Riedel Architecture, PC
- Kimley-Horn and Associates, Inc.
- Paciulli, Simmons & Associates, Ltd.
- PILLAR, Inc.
- Proffitt & Associates Architects, P.C.
- Rinker Design Associates, PC
- Rummel, Klepper & Kahl, LLP
- Sabra, Wang & Associates, Inc.
- Stantec Consulting Services Inc.
- STV Incorporated
- The BC Consultants Inc.
- Timmons Group, Inc.
- Urban, Ltd.
- Whitman, Requardt & Associates, LLP
- Woolpert, Inc.

WHEREAS, the proposals were evaluated by an evaluation committee in accordance with the Town's procurement policy and the requirements of the Request for Proposals; and

WHEREAS, the selection committee selected Amec Foster Wheeler Environment & Infrastructure, Inc.; ATCS, P.L.C.; Hazen and Sawyer, P.C.; Paciulli, Simmons & Associates, Ltd.; Rinker Design Associates, PC; and Rummel, Klepper & Kahl, LLP to be the top ranked firms; and

WHEREAS, the continuing services contracts for Comprehensive Engineering, Architectural, Surveying and Related Services will be for an initial period of one (1) year and renewable for up to four (4)

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additional consecutive periods of one (1) year; and

WHEREAS, continuing services for Comprehensive Engineering, Architectural, Surveying and Related Services are to be provided on a project-by-project basis and each task order will be less than \$100,000; and

WHEREAS, the total aggregate amount of the task orders shall not exceed \$500,000 per year per contract; and

WHEREAS, the Director of Public Works and Capital Projects recommends award of continuing services contracts for Comprehensive Engineering, Architectural, Surveying and Related Services to Amec Foster Wheeler Environment & Infrastructure, Inc.; ATCS, P.L.C.; Hazen and Sawyer, P.C.; Paciulli, Simmons & Associates, Ltd.; Rinker Design Associates, PC; and Rummel, Klepper & Kahl, LLP.

THEREFORE, RESOLVED by the Council of the Town of Leesburg in Virginia that the Town Manager is authorized to execute contracts, in a form approved by the Town Attorney, for continuing services for Comprehensive Engineering, Architectural, Surveying and Related Services with Amec Foster Wheeler Environment & Infrastructure, Inc.; ATCS, P.L.C.; Hazen and Sawyer, P.C.; Paciulli, Simmons & Associates, Ltd.; Rinker Design Associates, PC; and Rummel, Klepper & Kahl, LLP.

PASSED this ___ day of July 2015.

Kristen C. Umstattd, Mayor
Town of Leesburg

ATTEST:

Clerk of Council