



Agenda Cover Memorandum

Meeting Date: February 16, 2015

Meeting Type: ☐ Committee of the Whole ☒ City Council ☐ Budget Workshop

Item Title: Approve the contract for Stormwater Utility Feasibility Study PW-FY15-13 to Christopher B. Burke Engineering, Ltd., 9575 W. Higgins Road, Rosemont, IL 60018 and approve a purchase order not to exceed \$57,934.00.

Item Type: ☐ Transfer ☐ Budget Amendment ☐ Purchase Order ☒ Other

Action Requested: ☒ Approval ☐ For Discussion ☐ Feedback Requested ☐ For Your Information

Staff Contact: Jim McGuire, Procurement Officer
Phone #: (847) 318-7948 Email: jmcguire@parkridge.us

Background:

Please note that passing of this item does not institute a stormwater utility in the City of Park Ridge. This expense is only for a feasibility study regarding the potential future establishment of such a utility in the city.

In October and November, 2014, a draft RFP for a Stormwater Utility Feasibility Study PW-FY15-13 was discussed and approved at the Public Works Committee of the Whole meetings.

The City issued a Request for Proposals on Thursday, December 4, 2014 for a Stormwater Utility Feasibility Study in accordance with specifications in PW-FY15-13 via a Pioneer Press advertisement and the City web site. Thirty-two (32) firms registered via the City web site. Four (4) bids were received by the closing on Tuesday, January 6, 2015. The four proposals that were received are available on the city website.

The lowest bid from responsive and responsible bidders was by Christopher B. Burke Engineering, Ltd., 9575 W. Higgins Road, Rosemont, IL 60018. Staff recommends the approval of a contract and a purchase order not to exceed \$57,934.00.

This item was presented as an Action Item at the Committee of the Whole on February 9, 2015, at which time the Committee approved the motion on a roll vote of 6/1, with Alderman Mazzuca being the nay vote.

Vendor and Transaction History:

Vendor Status: ☒ Current ☐ New
Is Purchase Order Request supported by existing contract: ☐ Yes ☒ No If Yes, date:
Is this an Annual Recurring Purchase Order: ☐ Yes ☒ No
Bid Process Used: ☐ N/A ☐ Price Quotes ☐ Bid ☒ RFP Details:
Have Goods been received or Statement of Work completed: ☐ N/A ☐ Yes ☒ No
If Overage, approved by Department: ☐ Yes ☐ No Details:

Recommendation:

Approve the contract for Stormwater Utility Feasibility Study PW-FY15-05 to Christopher B. Burke Engineering, Ltd., 9575 W. Higgins Road, Rosemont, IL 60018 and approve a purchase order not to exceed \$57,934.00.

Budget Implications:

Does Action Require an Expenditure of Funds: ☒ Yes ☐ No
If Yes, Total Cost: \$57,934.00
If Yes, is this a Budgeted Item: ☒ Yes ☐ No ☐ Requires Budget Transfer
If Budgeted, Budget Code (Fund, Dept, Object)

Attachment(s), if any:

- Scorecard Summary Stormwater Utility Feasibility Study PW-FY15-13
- Proposals available on city website

SCORECARD SUMMARY
STORMWATER UTILITY FEASIBILITY STUDY
PW-FY15-13



		Christopher B. Burke Engineering, Ltd. 9575 W. Higgins Road Rosemont, IL 60018	Amec Foster Wheeler Environment & Infrastructure 8475 W. Higgins Road Chicago, IL 60631	MFSG (Municipal & Financial Services Group) 911-A Commerce Road Annapolis, MD 21401	Strand Associates, Inc. 910 West Wingra Drive Madison, WI 53715
CRITERIA	POINTS				
Introductory Letter of Interest	0	0	0	0	0
General Firm Qualifications	15	15	14	14	11
Key Qualifications	35	35	30	35	30
Municipal Client References	10	10	0	0	0
Total Project Cost	40	40	19	16	16
	100	100	63	65	56

*not scored

Procurement Savings = \$89,867.00.
(delta between low and high bids)

TOTAL PROJECT COST (WTD AGAINST LOWEST BIDDER)

Phase 1	\$37,557.00	\$69,973.00	\$58,982.00	\$65,600.00
Phase 2	\$20,376.00	\$50,243.00	\$84,375.00	\$82,200.00
TOTAL	\$57,934.00	\$120,216.54	\$143,357.64	\$147,800.57
pts	100%	48%	40%	39%
	40	19	16	16