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Meeting Date: February 27, 2019  
Staff Contact: Rick Shean, Water Rights Manager

**TITLE: C-19-6 – Approval of Contract with Daniel B. Stephens and Associates, John Shomaker and Associates, Hazen and Sawyer, Tetrattech and Intera (the Vendors) for water resources on call services**

**ACTION: Recommend Approval**

**Summary:**

The Albuquerque Bernalillo County Water Utility Authority (Water Authority) issued the subject Request for Proposals (RFP) to find qualified contractors to provide water resources services resulting from Water Authority work within the City of Albuquerque, Village of Los Ranchos, New Mexico Department of Transportation (NMDOT) and Bernalillo County right-of-way (ROW).

Requesting approval to delegate signature authority to the Executive Director to enter into a contract with all of the Vendors to perform water resources services.

If approved by the Board, an Agreement will be executed between the Water Authority and the Vendors for services related to water resources planning, implementation of Water 2120, groundwater and hydrogeology investigations and evaluations, permitting and compliance reporting.

**FISCAL IMPACT:**

The funding to support these contracts will come out of the FY19-21 Water Authority budget. The term of the agreements will be for three years.

# Memo

**To:** Mark S. Sanchez, Executive Director  
Katherine M. Yuhas, Water Resources Manager

**From:** Candida Kelcourse, Purchasing Administrator *CK*

**Through:** Jonathan Daniels, Chief Purchasing Officer *JD*

**Date:** October 30, 2018

**Re:** Ad Hoc Committee for P2019000005, "Water Resources On-Call Services"

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The following individuals are recommended to serve as members of the Ad Hoc Advisory Committee ("Committee") for the Request for Proposals for "Water Resources On-Call Services." This Committee will review and evaluate proposals and submit a ranked list of offerors to you for selection.

- Katherine Yuhas, Committee Chair
- John Stomp, Member
- Rick Shean, Member
- Kate Mendoza, Member
- Diane Agnew, Member

I will manage the Request for Proposals and serve as a procedural advisor to the Committee. Subject Matter Experts may be added throughout the RFP process as deemed necessary by the Purchasing Department.

I respectfully request your approval of this Committee in order to start the Request for Proposals process.

APPROVED:



Mark S. Sanchez  
Executive Director  
Date: 10/30/18

RECOMMENDED:



Katherine Yuhas  
Water Resources Manager  
Date: 10/30/18

Original: RFP File

Copy: Luz del Carmen Carreon, Executive Services Coordinator

# Memo

**To:** Mark S. Sanchez, Executive Director

**From:** Candida Kelcourse, Purchasing Administrator *CK*

**Through:** Jonathan Daniels, Chief Purchasing Officer *JD*

**Date:** January 29, 2019

**Re:** Recommendation of Award, P2019000005, Water Resources On-Call RFP

The Albuquerque Bernalillo County Water Utility Authority issued the referenced Request for Proposals (RFP) to solicit proposals from qualified vendors to services related to water resources.

The RFP was posted on the Sicom website and advertised in the local newspaper. Seven (7) responses were received and submitted for evaluation. The Ad Hoc evaluation committee reviewed, evaluated, and scored the responses in accordance with the evaluation criteria published in the RFP.

Listed are all the respondents' average composite scores with small and/or local preferences and the NM Resident Preference applied for the offeror(s) with an asterisk (\*). The largest total composite score possible without preferences applied is 1000.

<u>Offeror</u>	<u>Total Composite Score</u>
John Shoemaker & Associates, Inc.	1015*
Tetra Tech, Inc.	997*
Daniel B. Stephens & Associates, Inc.	959*
Hazen & Sawyer, DPC	952
Intera Incorporated	809
NV5, Inc.	552
Hydro Geo Chem, Inc.	502

The committee recommended the award of contracts to **John Shoemaker & Assoc., Tetra Tech, Daniel B. Stephens, Hazen & Sawyer, and Intera** as these five companies had the highest average composite scores and are qualified to perform the work. I concur with the committee's recommendation.

Water Authority Board approval is required for this procurement.

Approved:

Recommended:

*MS* *2/4/19*  
\_\_\_\_\_  
Mark S. Sanchez Date  
Executive Director

*Katherine M. Yuhas* *2/1/19*  
\_\_\_\_\_  
Katherine M. Yuhas Date  
Water Resources Manager

Enclosures: Composite Score Sheet

PURCHASING DIVISION



**Water Resources On-Call Services**  
**Request for Proposals No. P2019000005**

EVALUATION CRITERIA	EVALUATION FACTORS	OFFERORS						
		Daniel B. Stephens	Hydro Geo Chem	NV5	John Shomaker	Hazen & Sawyer	Intera	Tetra Tech
1. Basic Qualifications	Up to 300	260	156	162	248	293	233	277
2. Staffing	Up to 300	265	144	170	258	284	262	270
3. Technical Approach	Up to 300	258	126	142	263	281	228	254
4. Cost Proposal	Up to 100	76	76	78	96	94	86	96
<b>TOTAL COMPOSITE SCORES</b>		<b>859</b>	<b>502</b>	<b>552</b>	<b>865</b>	<b>952</b>	<b>809</b>	<b>897</b>
Resident Business Preference	Up to 5%	50			50			50
Resident Veteran Business Preference	Up to 10%							
Recycled Content Goods Preference	Up to 5%							
Local Business Preference	Up to 5 %	50			50			50
Small Business Preference	Up to 5%				50			
Pay Equity Preference (NOT CURRENTLY AVAILABLE)	Up to 5%							
15% Preference Max		100	0	0	150	0	0	100
<b>TOTAL COMPOSITE SCORES WITH PREFERENCES</b>		<b>959</b>	<b>502</b>	<b>552</b>	<b>1015</b>	<b>952</b>	<b>809</b>	<b>997</b>
<b>RANKING</b>		<b>3</b>	<b>7</b>	<b>6</b>	<b>1</b>	<b>4</b>	<b>5</b>	<b>2</b>
		Daniel B. Stephens	Hydro Geo Chem	NV5	John Shomaker	Hazen & Sawyer	Intera	Tetra Tech