



CITY OF TRUTH OR CONSEQUENCES

AGENDA REQUEST FORM

MEETING DATE: July 13, 2022

Agenda Item #:

SUBJECT: Award Recommendation for RFP #21-22-009 Engineering Services for T or C Airport Improvements

DEPARTMENT: Finance Department

DATE SUBMITTED: July 7, 2022

SUBMITTED BY: Carol Kirkpatrick, Finance Director

WHO WILL PRESENT THE ITEM: Carol Kirkpatrick, Finance Director

Summary/Background: RFP #21-22-009 for Engineering Services for the T or C Airport Improvements was advertised for two consecutive weeks and posted on the City's website. A Pre-Proposal meeting was held on June 3, 2022 at the Airport. Proposals were due on June 16, 2022 at 2:00 pm. Evaluations were performed on July 6, 2022. Oral presentations were not held.

Recommendation:

Evaluation Committee's Recommendation for Award is Delta Airport Consultants, Inc.

Attachments:

[Click here to enter text.](#)

- Evaluation Committee Report and Recommendation
-

Fiscal Impact (Finance): Yes

Cost will be on a Task Order basis.

Legal Review (City Attorney): N/A

Approved For Submittal By: Department Director

Reviewed by: City Clerk Finance Legal Other: [Click here to enter text.](#)

Final Approval: City Manager

CITY CLERK'S USE ONLY - COMMISSION ACTION TAKEN

Resolution No. [Click here to enter text.](#) Ordinance No. .

Continued To: . Referred To: .

Approved Denied Other: .

File Name: [Click here to enter text.](#)



EVALUATION COMMITTEE REPORT and RECOMMENDATION RFP#21-22-009 ENGINEERING SERVICES FOR THE TRUTH OR CONSEQUENCES AIRPORT IMPROVEMENTS

SUBJECT: Evaluation Committee Report and Recommendation– RFP#21-22-009 ENGINEERING SERVICES FOR THE TRUTH OR CONSEQUENCES AIRPORT IMPROVEMENTS

The Procurement Office received five (5) responses to its Request for Proposals for the RFP#21-22-009 Engineering Services for the Truth or Consequences Airport Improvements, prior to the submission deadline of 2:00 pm Mountain Standard Time, June 16, 2022. The companies who responded were: Delta Airport Consultants, Inc., Armstrong, Parkhill, Bohannon Houston, and Dubois & King, Inc.

A Pre Proposal meeting was held on June 3, 2022 at 10:00 am at the City of Truth or Consequences Municipal Airport located at Hwy 181 North, Truth or Consequences, NM.

Summary of Evaluation Committee Activity

The members of the evaluation committee were: Bruce Swingle, City Manager, Chad Rosacker, Tech 45 Enterprises, and Orrin (OJ) Hechler, Community Services Director.

The Committee met on July 6, 2022 to score proposals. The evaluation criteria were listed in the Request for Proposal. The Evaluation Point Table Summary attached reflects all of the evaluation criteria used for scoring and the scores received for each proposer. (Attachment A)

Evaluation Points

Specialized Design and Technical Competence: A total of 25 points were available based on specialized design and technical competence of the business, including a joint venture or association, regarding the type of services required.

Capacity and Capability: A total of 25 Points were available based on capacity and capability of the business to perform the work, including any consultants, their representatives, qualifications and locations, to perform the work including any specialized services, within the time limitations.

Past Record of Performance: A total of 20 points were available based upon past record of performance on contracts with government agencies and private industry with respect to such factors as control of costs, quality of work and ability to meet schedules.

Familiarity with City of Truth or Consequences Airport: A total of 15 points were available based upon proximity to or familiarity with the area in which the project is located; Firm and proposed key personnel's familiarity with the City of Truth or Consequences Airport and its setting; Firm's experience in New Mexico and in dealing with state and federal funding, administrative, and regulatory agencies.

Approach to Providing the Services: A total of 10 points were available based upon evidence of understanding of scope of work, the site, and existing conditions. Firm was to describe their approach to providing and managing the anticipated services and projects.

Amount of Design Work in New Mexico: A total of 5 points were available based upon the amount of design work that will be produced by a New Mexico business within this state.

Recommendation of the Committee: The committee considered all five offerors qualified to perform the work as specified in the Request for Proposals. As a result of the scoring, the committee respectfully recommends that the award and contract to perform the scope of work as outlined in the Request for Proposal #21-22-009 Engineering Services for the Truth or Consequences Airport Improvements be awarded to Delta Airport Consultants, Inc. who scored a total of 91.33 points out of a possible 100. Armstrong scored a total of 89.83 points. Bohannon Houston scored a total of 86.33 points. Parkhill scored a total of 85.67 points. Dubois & King, Inc. scored a total of 84.33 points. None of the bidders qualified for Veteran's Certificate bonus points of 10.

Thank you for your time and consideration of the recommendation.

Bruce Swingle, Evaluation Committee Member

Orrin (OJ) Hechler, Evaluation Committee Member

Chad Rosacker, Evaluation Committee Member



City of Truth or Consequences

505 Sims Street

Truth or Consequences, New Mexico 87901

City (575) 740-7597 Fax (575) 894-0363

NOTICE OF AWARD

July 14, 2022

Delta Airport Consultants, Inc.
Attn: Marie Bethel
mbethel@deltaairport.com
2070 Polo Parkway
Midlothian, VA 23113

Re: Notice of Award of RFP#21-22-009 Engineering Services for the Truth or Consequences Airport Improvements

Dear Ms. Bethel,

The Evaluation Committee for the above mentioned Request for Proposal (RFP) has selected your company to provide the services as listed in RFP #21-22-009 Engineering Services for the Truth or Consequences Airport Improvements. The City of Truth or Consequences' Commission approved the award on July 13, 2022.

If you agree to accept this award and agree with the attached Professional Services Agreement, please print and sign the signature page of the agreement only. Please email the signature page to procurement@torcnm.org no later than Tuesday, July 19, 2022 by 2:00 pm.

We will send you an executed copy of the agreement for your records after the City of Truth or Consequences' Commission approves it on July 27, 2022. You may not begin work until the Commission has approved the agreement. Any work that you perform will require an approved, signed purchase order prior to the work beginning.

We look forward to the execution of this contract and to working with your firm. Should you have any questions, please do not hesitate to contact me at 575-740-7597.

Sincerely,

Mindee Holguin
Chief Procurement Officer

Attachments: City of Truth or Consequences Professional Services Agreement



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