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DEPARTMENT OF PUBLIC WORKS - Engineering Division
MEMO

TO: Members of the Municipal Services Committee

FROM: Ross Buetow, Deputy Director of Public Works
Paul DeBaal, Parking Utility Manager

SUBJECT: Award of Contract: Structural Condition Analyses of City Parking Ramps

DATE: July 30, 2013

In response to a request for proposals issued by our office, we received 3 responses for structural condition analyses of all four of the City's Parking Ramps. The proposal deadline was Monday, July 29, 2013. Below is a summary of the proposed fees for each firm:

GRAEF	-	\$14,800.00
Arnold & O'Sheridan, Inc.	-	\$23,535.00
Walker Restoration Consultants	-	\$36,500.00

The requested scope of services includes a visual inspection, chain drag survey and/or soundings of all ramp surfaces along with appropriate material sampling and testing to thoroughly assess the current condition and integrity of each of the ramp's structural elements. The selected consultant is also required to provide short-term and long-term repair and maintenance recommendations including methods, materials, and estimated costs of such repairs. All of their findings will be documented in a final report, including an executive summary and plan drawings showing the locations and extents of any defects found. The City will utilize the information contained in the final report to plan and budget for any necessary future maintenance or repair projects in each of the ramps.

All of the responding firms demonstrated the technical ability and previous experience to complete all of the requested services. The base fees listed for Arnold & O'Sheridan and Walker include allowances (\$3,100.00 and \$1,668.00 respectively) for estimated material testing beyond the initial analysis methods. GRAEF provided unit prices for these same tests but did not include them in their base fee since the scope will be dependent on the initial inspections. When considering the overall content of the proposals received, including project understanding, relevant experience, project approach, timeline and proposed fee, we recommend award in an amount not to exceed \$20,000.00 to GRAEF. This amount will allow for additional material tests deemed necessary by the City and GRAEF based on the initial analysis. Our approved budget for this project is \$40,000. Thank you for your consideration.