

# AGENDA REPORT

## CITY OF ALAMOGORDO

### CITY COMMISSION

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**Meeting Date:** 10/25/2022

**Report Date:** 10/17/2022

**Report No:** 5.

**Submitted By:** Barbara Pyeatt

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**Subject:** Consider, and act upon, the award of RFQ 2022-08 Development of a Drainage Master Plan for the Public Works Department to Bohannon Huston. (*Nancy Beshaler, Public Works Director*)

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**Fiscal Impact:** 0

Amount Budgeted: \$350,000

Fund: 044-5303-431-6235

Additional Fiscal Impact:

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**Recommendation:** Approve the award and authorize staff to proceed with service agreement.

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**Background:** The City is interested in development of a Drainage Master Plan to evaluate existing drainage conditions and develop a short- and long-term plan for programming drainage infrastructure improvements. The RFQ was advertised on July 31, 2022 in the Alamogordo Daily News. Three proposals were received on September 16, 2022. All proposals were deemed responsive. The proposals were evaluated by 5 independent City employees. Attached is the composite sheet with the results of those evaluations.

Proposals are available for review at the Purchasing Department.

CITY OF ALAMOGORDO  
 COMPOSITE SCORE SHEET  
 Development of a Drainage Master Plan for Public Works Department  
 September 16, 2022  
 RFQ NO. 2022-08

Factor	Available Points per Vendor	5 Committee Members	Bohannan Huston	Smith Engineering	ESP Associates Inc.
1	150	Specialized Design and Technical Competence	148	148	91
2	100	Capacity and Capability	94	91	90
3	100	Past Record of Performance	89	90	75
4	75	Approach to providing Services	72	75	24
5	25	Proximity to or Familiarity with the Alamogordo area	23	24	19
6	25	Amount of Design work that will be produced by a New Mexico Business within this state	15	19	0
7	25	Current Volume of Work for the City of Alamogordo	25	0	22.35
8	Percentage	Preference	23.3	22.35	138
Total Available	500	Accumulated Score	489	469	459
Total Rank			1	2	3