

Budget & Fiscal Policy
APPROVED
David Oberender

TRANSMITTAL FORM FOR LEGISLATION

TO: MAYOR'S OFFICE

ATTN: Marva Lewis

Dept.'s Legislative Liaison: KAJARA ANDERSON

Contact Number: 404-330-6002

Originating Department: DEPARTMENT OF PUBLIC WORKS

Committee(s) of Purview: TRANSPORTATION COMMITTEE

Chief of Staff Deadline: November 26, 2018

Anticipated Committee Meeting Date(s): December 12, 2018

Anticipated Full Council Date: January 7, 2018

Legislative Counsel's Signature: [Signature]

Commissioner's Signature: [Signature]

Chief Financial Officer: [Signature] GA

Chief Information Officer Signature (for IT Procurements) n/a

Chief Procurement Officer Signature: [Signature]

CAPTION

A RESOLUTION AUTHORIZING THE MAYOR, OR HER DESIGNEE, TO ENTER INTO A PROFESSIONAL SERVICES AGREEMENT WITH STANTEC CONSULTING SERVICES, INC., FOR FC-10034, ARCHITECTURAL AND ENGINEERING SERVICES FOR MEMORIAL DRIVE CORRIDOR IMPROVEMENT PROJECT, ON BEHALF OF THE DEPARTMENT OF PUBLIC WORKS, IN AN AMOUNT NOT TO EXCEED TWO HUNDRED NINETY FOUR THOUSAND SEVEN HUNDRED TEN DOLLARS AND NO CENTS (\$294,710.00); ALL CONTRACTED WORK TO BE CHARGED TO AND PAID FROM THE FUND, DEPARTMENT, ORGANIZATION AND ACCOUNT NUMBERS LISTED HEREIN; AND FOR OTHER PURPOSES.

FINANCIAL IMPACT - indicate dollar amount: \$294,710.00

Mayor's Staff Only

Received by CPO: _____
(date)

Received by LC from CPO: _____
(date)

Received by Mayor's Office: 1/11/19 [Signature]
(date)

Reviewed by: [Signature] 1/15/19
(date)

Submitted to Council: _____ (date)

**A RESOLUTION
BY TRANSPORTATION COMMITTEE**

A RESOLUTION AUTHORIZING THE MAYOR, OR HER DESIGNEE, TO ENTER INTO AN AGREEMENT WITH STANTEC CONSULTING SERVICES, INC., FOR FC-10034, ARCHITECTURAL AND ENGINEERING SERVICES FOR MEMORIAL DRIVE CORRIDOR IMPROVEMENT PROJECT, ON BEHALF OF THE DEPARTMENT OF PUBLIC WORKS, IN AN AMOUNT NOT TO EXCEED TWO HUNDRED NINETY FOUR THOUSAND SEVEN HUNDRED TEN DOLLARS AND NO CENTS (\$294,710.00); ALL CONTRACTED WORK TO BE CHARGED TO AND PAID FROM THE FUND, DEPARTMENT, ORGANIZATION AND ACCOUNT NUMBERS LISTED HEREIN; AND FOR OTHER PURPOSES.

WHEREAS, the City of Atlanta (“City”) solicited Request for Proposals (“RFP”) from qualified firms for Project Number FC-10034, Architectural and Engineering Services for the Memorial Drive Corridor Improvement (“Project”) on behalf of the Department of Public Works; and

WHEREAS, the Project will provide non-motorized vehicle transportation options for the western portion of SR 154/Memorial Drive from Grant Street to Connolly Street and will facilitate safer travel conditions for automobiles, cyclists and pedestrians while improving access to transit, businesses, schools and residential spaces within the corridor area; and

WHEREAS, after reviewing and evaluating the proposals, the Commissioner of the Department of Public Works and the Chief Procurement Officer recommend the award of the contract for FC-10034, Architectural and Engineering Services for the Memorial Drive Corridor Improvement Project (the “Agreement”) to Stantec Consulting Services, Inc. in an amount not to exceed Two Hundred Ninety-Four Thousand Seven Hundred Ten Dollars and No Cents (\$294,710.00); and

WHEREAS, the initial term of the Agreement is for a period of one (1) year with two (2) additional one (1) year renewal options to be exercised at the City’s sole discretion; and

WHEREAS, the selected firm is Georgia Department of Transportation (“GDOT”) prequalified to perform work in the appropriate area classes and follow the GDOT Plan Development Process at all phases of the project development; and

WHEREAS, the Chief Procurement Officer certifies that any organizational and personal relationships disclosed by the successful offeror have been processed in accordance with Section 2-1214 of the Procurement Code and that award of the contract is appropriate; and

WHEREAS, the Commissioner of the Department of Public Works and the Chief Procurement Officer recommend the award of Professional Services Agreement to Stantec Consulting Services Inc., for FC-10034, Architectural and Engineering Services in an amount not to exceed Two Hundred Ninety-Four Thousand Seven Hundred Ten Dollars and No Cents (\$294,710.00).

THE CITY COUNCIL OF THE CITY OF ATLANTA, GEORGIA, HEREBY RESOLVES, that the Mayor, or her designee, is authorized to enter into the Agreement with Stantec Consulting Services, Inc., FC-10034, Architectural, Engineering for design services for Memorial Drive Corridor Improvement Project, on behalf of the Department of Public Works in an amount not to exceed Two Hundred Ninety-Four Thousand Seven Hundred Ten Dollars and No Cents (\$294,710.00).

BE IT FURTHER RESOLVED, with all contracted work will be charged to and paid from the following Fund, Department and Account Numbers 3503 (Capital Finance Fund) 130308 (DPW Transportation Design) 5212001 (Consulting/Professional Services) 4270000 (Traffic Engineering) 111322 (Memorial Drive Corridor) 22400 (Infrastructure Improvements) - **\$71,574.00**, 2501 (Intergovernmental Grant Fund) 130308 (DPW Transportation Design) 5212001 (Consulting/Professional Services) 4270000 (Traffic Engineering) 111322 (Memorial Drive Corridor) 32050 (SR 154/Memorial Dr) - **\$223,136.00** PTAE0 funding source: 13111322 1** 350322400 5212001 COA, 13111322 1** 250132050 5212001 COA.

BE IT FURTHER RESOLVED, the initial term of the Agreement is for a period of One (1) years with two (2) additional one (1) year renewal options to be exercised at the City's sole discretion.

BE IT FURTHER RESOLVED, that the Chief Procurement Officer in consultation with the City Attorney, is directed to prepare all appropriate documents for execution by the Mayor, or her designee.

BE IT FINALLY RESOLVED, that the Agreement will not become binding upon the City, and the City shall incur no obligation or liability under it until the Agreement has been approved by the City Attorney as to form, executed by the Mayor, attested to by the Municipal Clerk, and delivered to Stantec Consulting Services, Inc.



CITY OF ATLANTA

KEISHA LANCE BOTTOMS
Mayor

55 TRINITY AVE., SW, ATLANTA, GEORGIA 30333-4324
SUITE 4780, CITY HALL - SOUTH
(404) 331-6240
FAX (404) 658-7532
email: publicworks@atlanta.gov

DEPARTMENT OF PUBLIC WORKS
JAMES A. JACKSON, JR.
Interim Commissioner

Date: November 6, 2018

To: David L. Wilson, II, Chief Procurement Officer
Department of Procurement

From:  James A. Jackson, Interim Commissioner
Department of Public Works

Re: FC - 10034 SR 154 Memorial Drive Corridor Improvement - A/E Services
Recommendation for Award, Stantec Engineering

The Department of Public Works (DPW) is pleased to announce its recommendation of contract Award to Stantec for the design of Memorial Drive Corridor Improvement and authorizes \$294,710 in Architectural and Engineering Services to the most qualified & responsive firm.

If you have additional questions, please contact the Department of Public Works, Barrington Brown or his authorized delegate, at 404-330-6240.

**LEGISLATIVE SUMMARY
FC-10034, MEMORIAL DRIVE CORRIDOR IMPROVEMENT**

TO: TRANSPORTATION COMMITTEE

CAPTION A RESOLUTION AUTHORIZING THE MAYOR, OR HER DESIGNEE, TO ENTER INTO AN AGREEMENT WITH STANTEC CONSULTING SERVICES, INC., FOR FC-10034, ARCHITECTURAL AND ENGINEERING SERVICES FOR MEMORIAL DRIVE CORRIDOR IMPROVEMENT PROJECT, ON BEHALF OF THE DEPARTMENT OF PUBLIC WORKS, IN AN AMOUNT NOT TO EXCEED TWO HUNDRED NINETY FOUR THOUSAND SEVEN HUNDRED TEN DOLLARS AND ZERO CENTS (\$294,710.00); ALL CONTRACTED WORK TO BE CHARGED TO AND PAID FROM THE FUND, DEPARTMENT, ORGANIZATION AND ACCOUNT NUMBERS LISTED HEREIN; AND FOR OTHER PURPOSES.

Committee Meeting Date:	November 14, 2018
Council Meeting Date:	November 19, 2018
Legislation Title:	FC-10034, Memorial Drive Corridor Improvement
Requesting Dept.:	Department of Public Works
Solicitation Type:	RFP
Advertisement Date:	October 6, 2017
Responses Due:	November 30, 2017
Solicitations Mailed:	890
Responses Received:	2
Offerors:	Stantec Consulting Services Kimley Horn
Proposed Awardee:	Stantec Consulting Services
Proposed Contract Amount:	\$294,710.00
Scope Summary:	The purpose of this legislation is to enter into a contract with Stantec Consulting Services to perform Architectural and Engineering Services for the Design of the SR 154 Memorial Drive Corridor Improvement.

Legislative Summary, Cont'd

Background: TBD

Evaluation Team: DCP and DPW

Term of Contract: Three (3) years with one (1) year renewal option

Fund Account Centers: 3503 (Capital Finance Fund) 130308 (DPW Transportation Design) 5999999 (Projects and Grants Budget - Summary) 4270000 (Traffic Engineering) 111322 (Memorial Drive Corridor) 22400 (Infrastructure Improvements) - \$71,574.00, 2501 (Intergovernmental Grant Fund) 130308 (DPW Transportation Design) 5999999 (Projects and Grants Budget - Summary) 4270000 (Traffic Engineering) 111322 (Memorial Drive Corridor) 32050 (SR 154/Memorial Dr) - \$223,136.00.

Procurement Professional: Janett L. Adams

Contact Number: 404-865-8757

Legislative Summary, Cont'd

Project No.:FC-10034

Project Name: Memorial Drive Corridor Improvement

The following information is provided by the Chief Procurement Officer pursuant to City of Atlanta Code Section 2-1142, periodic reporting to city council, as amended by Ordinance 18-O-1178, and is submitted with all proposed legislation for contracts solicited pursuant to Code Sections 2-1188, 2-1189, and 2-1193:

1. **Link to Solicitation and Addenda:** <http://procurement.atlantaga.gov/fc-10034-memorial-drive-corridor-improvement/>
2. **Evaluation Information**

If ITB, provide the information requested below.

Bidder	Bid Amount

If RFP, provide the information requested below.

Evaluation Factors	
Respondent	Final Score
Stantec Consulting Services	815
Kimley Horn	738

3. **Responsiveness checklist is attached to this Legislative Summary.**

Yes

No

If No, provide explanation: [Click or tap here to enter text.](#)

DEPARTMENT OF PROCUREMENT

FC-10034. Memorial Drive Corridor Improvement		PROPOSERS										TOTAL POSSIBLE WEIGHTED SCORE	
		Stantec Consulting Services		Kimley Horn		Score		Totals		Totals			
		Scaling Factor SC	Score B	A x SC x B	Score B	A x SC x B	Score B	A x SC x B	Score B	A x SC x B	Score B		A x SC x B
A													
36	Experience and Qualifications of Key Personnel	1	7	245	8	280							350
20	Management Plan, Project Approach, and Technical Approach	1	9	180	6	120							200
10	Collaboration and Public Participation	1	9	90	4	40							100
10	Financial Capacity	1	10	100	7.3	73							100
5	Sustainability	1	8	40	9	45							50
20	Team Organization and Qualifications of Key Personnel	1	8	160	9	180							200
		1	2	0	3	0							0
100	TOTALS		53	815	46.3	738							1000

(A) represents the weights of each category represented in the RFP documents.

(B) represents the scores from the evaluators.

(SC) represents the the scaling factor to evenly scale all scores to a 10 point scale.

(A x SC x B) represents the properly weighted and scaled score for each factor.

Completed on 2/13/2018

City of Atlanta
Enterprise Risk Management
Contract Evaluations

Analysis of the Financial Statements of the Proponents

From: Navarone Dozier

To: Janett Adams

Project: FC-10034 Memorial Drive Corridor
Improvements

Reviewed and Approved by: Navarone Dozier

Maximum Score 10

#	Company	Rating	Description
1	Stantec Consulting Services, Inc.	10.0	
2	Kimley-Horn and Associates, Inc.	7.3	
3			
4			
5			
6			

Note:

(1) The evaluations were based on the proponents' financial statements using various financial ratios.



CITY OF ATLANTA

SUITE 1700
55 TRINITY AVENUE, SW
ATLANTA, GA 30303

(404) 330-6010 Fax: (404) 658-7359
Internet Home Page: www.atlantaga.gov

Keisha Lance Bottoms
Mayor

OFFICE OF CONTRACT COMPLIANCE
Larry Scott
Director
Lscott@atlantaga.gov

MEMORANDUM

TO: Susan M. Garrett, Interim Chief Procurement Officer
Department of Procurement

FROM: Larry Scott, Director [Signature]
Mayor's Office of Contract Compliance

RE: Recommendation for FC-10034-Memorial Drive Corridor Improvement

DATE: June 19, 2018

The Mayor's Office of Contract Compliance has reviewed the proposal submitted by Stantec Consulting Services, Inc. for Disadvantaged Business Enterprise (DBE) participation. The above referenced formal contracting opportunity was advertised with a DBE availability goal of 16%. Stantec Consulting Services, Inc. has been deemed responsive. For your information, they have committed to utilize DBEs as indicated below:

Table with 3 columns: Company Name, DBE Type, and Percentage. Includes Stantec Consulting Services, Inc. (15 Pts.), Skyline Engineering & Consulting Services, Inc. (16%), Accura Engineering & Consulting Services, Inc. (4%), Edwards-Pitman Environmental, Inc. (13%), Dianna Hunt & Associates, Inc. (1%), MC Squared, Inc. (2%), and Participation Total (36%).

If you have questions, please contact me at (404) 330-6010 or Bruce T. Bell at (404) 330-6009.

cc: File
Janett Adams, DOP
Angela Hunter, OCC



**GEORGIA
CORPORATIONS DIVISION**

GEORGIA SECRETARY OF STATE
BRIAN P. KEMP

[HOME \(/\)](#)

BUSINESS SEARCH

BUSINESS INFORMATION

Business Name: **STANTEC
ARCHITECTURE INC.** Control Number: **0049568**

Business Type: **Foreign Profit
Corporation** Business Status: **Active/Compliance**

Business Purpose: **NONE**

Principal Office Address: **224 SOUTH MICHIGAN
AVENUE, SUITE 1400,
CHICAGO, IL, 60604,
USA** Date of Formation /
Registration Date: **11/3/2000**

Jurisdiction: **North Carolina** Last Annual Registration
Year: **2018**

REGISTERED AGENT INFORMATION

Registered Agent Name: **CORPORATION SERVICE COMPANY**

Physical Address: **40 TECHNOLOGY PARKWAY SOUTH SUITE 300, NORCROSS, GA, 30092,
USA**

County: **Gwinnett**

OFFICER INFORMATION

Name	Title	Business Address
BRIAN RENO	Secretary	135 SOUTH LASALLE STREET, SUITE 3100, CHICAGO, IL, 60603, USA
GARY SEMLING	CFO	1383 NORTH MCDOWELL BOULEVARD, SUITE 250, PETALUMA, CA, 94954, USA
SCOTT L MURRAY	CEO	3052 BEAUMONT CENTRE CIRCLE, LEXINGTON, KY, 40513, USA

[Back](#)

[Filing History](#)

[Name History](#)

[Return to Business Search](#)

Office of the Georgia Secretary of State Attn: 2 MLK, Jr. Dr. Suite 313, Floyd West Tower Atlanta, GA 30334-1530,
Phone: (404) 656-2817 Toll-free: (844) 753-7825, WEBSITE: <http://www.sos.ga.gov/>
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[Report a Problem?](#)

ALERT - June 11, 2018: Entities registering in SAM must submit a notarized letter appointing their authorized Entity Administrator. Read our updated FAQs to learn more about changes to the notarized letter review process and other system improvements.

Entity Dashboard

Stantec Consulting Services Inc.
DUNS: 063825488 CAGE Code: 6SYK9
Status: Active
Expiration Date: 09/11/2019
Purpose of Registration: All Awards
229 Peachtree St Ne Ste 1000
Atlanta, GA 30303-2029
UNITED STATES

Entity Overview

Entity Registration

- Core Data
- Assertions
- Reps & Certs
- POCs

Exclusions

- Active Exclusions
- Inactive Exclusions
- Excluded Family Members

Export to Excel

Entity Registration Summary

Name: Stantec Consulting Services Inc.
Business Type: Business or Organization
Last Updated By: Lori Van Dermark
Registration Status: Active
Activation Date: 09/11/2018
Expiration Date: 09/11/2019

Exclusion Summary

Active Exclusion Records? No

- (e) **Number of Bids: N/A**
- (f) **Proposals Received: N/A**
- (g) **Bidders/Proponents: N/A**
- (h) **Term of Contract: N/A**

4. Fund Department Account Center: 3503 (Capital Finance Fund) 130308 (DPW Transportation Design) 5999999 (Projects and Grants Budget - Summary) 4270000 (Traffic Engineering) 111322 (Memorial Drive Corridor) 22400 (Infrastructure Improvements) - **\$101,400**, 3503 (Capital Finance Fund) 130308 (DPW Transportation Design) 5999999 (Projects and Grants Budget - Summary) 4270000 (Traffic Engineering) 111322 (Memorial Drive Corridor) 22400 (Infrastructure Improvements) - **\$134,500.00**, 2501 (Intergovernmental Grant Fund) 130308 (DPW Transportation Design) 5999999 (Projects and Grants Budget - Summary) 4270000 (Traffic Engineering) 111322 (Memorial Drive Corridor) 32050 (SR 154/Memorial Dr) - **\$223,136.00**, 3502 (General Government Capital Fund) 130308 (DPW Transportation Design) 5999999 (Projects and Grants - Summary) 427000 (Traffic Engineering) 111322 (Memorial Drive Corridor) 91105 (D.I.F Transportation (SWMA 9985)) - **\$72,287.00**

5. Source of Funds: Capital Finance Fund, Intergovernmental Grant Fund, General Government Capital Fund

6. Fiscal Impact: \$294,710

7. Method of Cost Recovery:

This Legislative Request Form Was Prepared By:



Project	Commitment Amount	Total Cost	Available Balance	% Complete
13110254	0.00	69,521.28	50,478.72	58
13111322	0.00	1,600.00	101,100.00	2
13112683	0.00	388,884.00	2,319.49	99
13112684	0.00	0.00	127,000.00	0
13112743	0.00	0.00	112,904.34	0

Resource Status

Actuals

Commitments

Task Status

City of Atlanta: Department of Procurement Responsive Checklist

Required Submittals and SAM Verification	Proponent #1	Proponent #2
	Stantec Consulting Services, Inc.	Kimley-Horn
Form 1: IIREA Contractor's Affidavit	yes	yes
Form 2: Contractor Disclosure Form	yes	yes
Form 3: Proponent's Financial Disclosure Form (to be reviewed for responsibility by Finance/Risk Mgmt)	yes	yes
Form 4.1: Certification of Insurance Ability	yes	yes
Form 5: Acknowledgement of Addenda	yes	yes
Form 6: Proponent's Contact Directory	yes	yes
Form 7: Reference List	yes	yes
Statement of Qualifications	yes	yes
Authority to Transact Business in the State of Georgia	yes	yes
Certification Regarding Lobbying	yes	yes
Project Manager's Workload Table	yes	yes
Appendix A - OCC Forms received? (to be reviewed for responsibility by OCC)	yes	yes

FC-10034, Memorial Drive Corridor Improvement
CHIEF PROCUREMENT OFFICER: David L. Wilson II
 Proposal Due Date: November 30, 2017
 Contracting Officer: Janett L. Adams
 Project Manager: Tamaya Huff

CHIEF PROCUREMENT OFFICER: *David L. Wilson II* DATE: 24 SEP 18

18-R-

A RESOLUTION AUTHORIZING THE MAYOR, OR HER DESIGNEE, TO ENTER INTO A PROFESSIONAL SERVICES AGREEMENT WITH STANTEC CONSULTING SERVICES, INC., FOR FC-10034, ARCHITECTURAL AND ENGINEERING SERVICES FOR MEMORIAL DRIVE CORRIDOR IMPROVEMENT PROJECT, ON BEHALF OF THE DEPARTMENT OF PUBLIC WORKS, IN AN AMOUNT NOT TO EXCEED TWO HUNDRED NINETY FOUR THOUSAND SEVEN HUNDRED TEN DOLLARS AND NO CENTS (\$294,710.00); ALL CONTRACTED WORK TO BE CHARGED TO AND PAID FROM THE FUND, DEPARTMENT, ORGANIZATION AND ACCOUNT NUMBERS LISTED HEREIN; AND FOR OTHER PURPOSES.

- CONSENT REFER
- REGULAR REPORT REFER
- ADVERTISE & REFER
- 1ST ADOPT 2ND READ & REFER
- PERSONAL PAPER REFER

Date Referred:

Referred To:

Date Referred:

Referred To:

Date Referred:

Referred To:

First Reading

Committee _____

Date _____

Chair _____

Referred To _____

Committee

Date

Chair

Action

Fav, Adv, Hold (see rev. side)

Other

Members

Refer To

Committee

Date

Chair

Action

Fav, Adv, Hold (see rev. side)

Other

Members

Refer To

Committee

Date

Chair

Action

Fav, Adv, Hold (see rev. side)

Other

Members

Refer To

Committee

Date

Chair

Action

Fav, Adv, Hold (see rev. side)

Other

Members

Refer To

FINAL COUNCIL ACTION
 2nd 1st & 2nd 3rd

Readings

Consent V Vote RC Vote

CERTIFIED

MAYOR'S ACTION