

**From:** [Davies, Tracie R.](#)  
**To:** [Crawford, Thomas L.](#)  
**Cc:** [Austin, Patti A.](#); [Bell, Timothy A.](#); [Bowman, Randall](#); [Cordetti, Steven R.](#); [Crabill, Melanie J.](#); [Figley, Russ U.](#); [Giffin, Benjamin M.](#); [Johnson, Daniel L.](#); [Lewis, William A.](#); [Lundine, Mark A.](#); [Miller Jr, Richard A.](#); [O'Callaghan, Timothy L.](#); [Palmer, Tierra L.](#); [Parks, Duane M.](#); [Roberts, Doug](#); [Stephens, Thomas H.](#); [Tilton, Rick C.](#); [Wentzel, Steve J.](#); [Zahran, Hassan Y.](#); [Bauman, Max A](#); [Cofield, Alex A.](#); [Gallagher, Jennifer L.](#); [Dussault, Kathleen E.](#); [Moran, Alan P.](#); [Mackey, David B.](#); [Wayton, Daniel J.](#); [Thiel, Jacolyn C.](#)  
**Subject:** RE: RECOMMENDATION: Traffic Signal Installation -- Downtown Signals  
**Date:** Thursday, September 26, 2013 8:22:10 AM

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I approve the committee's recommendation.

Thanks,  
Tracie

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**From:** Crawford, Thomas L.  
**Sent:** Tuesday, September 24, 2013 11:34 AM  
**To:** Davies, Tracie R.  
**Cc:** Austin, Patti A.; Bell, Timothy A.; Bowman, Randall; Cordetti, Steven R.; Crabill, Melanie J.; Figley, Russ U.; Giffin, Benjamin M.; Johnson, Daniel L.; Lewis, William A.; Lundine, Mark A.; Miller Jr, Richard A.; O'Callaghan, Timothy L.; Palmer, Tierra L.; Parks, Duane M.; Roberts, Doug; Stephens, Thomas H.; Tilton, Rick C.; Wentzel, Steve J.; Zahran, Hassan Y.; Bauman, Max A; Cofield, Alex A.; Gallagher, Jennifer L.; Dussault, Kathleen E.; Moran, Alan P.; Mackey, David B.; Wayton, Daniel J.; Thiel, Jacolyn C.  
**Subject:** RECOMMENDATION: Traffic Signal Installation -- Downtown Signals

**To:** Tracie Davies, Director  
Department of Public Service

**From:** Tom Crawford, Capital Fiscal Manager

**Date:** September 23, 2013

**Subject:** Traffic Signal Installation – Downtown Signals

The Department of Public Service solicited Requests for Proposals for the Traffic Signal Installation -- Downtown Signals contract. The recommendation is to award to Burgess & Niple, the consultant that was scored the highest by the selection committee. Details concerning the recommendation are below. Please respond to this e-mail either approving the recommended consultant or approving another consultant. If you approve another consultant please provide an explanation.

TC

The Department of Public Service is initiating a procurement effort that will result in the award and execution of a general engineering contract. The intent of this project is to provide the Department of Public Service with continuing, contractual access to additional resources that are necessary to perform traffic signal design and associated tasks for the traffic signals in the downtown area. The contract shall be funded from DPS' 2013 CIB.

The project was formally advertised on the Vendor Services web site from August 22, 2013, to September 12, 2013. The City received three (3) responses. All proposals were deemed responsive and were fully evaluated when the Evaluation Committee met on September 20, 2013. The responding firms

were:

<b>CONSULTANT Sub-consultant</b>	<b>Business Enterprise Status</b>	<b>Contract Compliance Number</b>	<b>Active</b>	<b>% OF WORK</b>	<b>% MAJ. % OTH.</b>
<b>BURGESS &amp; NIPLE, INC.</b>	<b>MAJ</b>	<b>31- 0885550</b>	<b>Y</b>	<b>60-65%</b>	<b>91-91% MAJ 7-9% OTH</b>
EMH&T	MAJ	31- 0685594	Y	30-35%	
Resource International, Inc.	FBE	31- 0669793	Y	5%	
Engage Public Affairs, LLC	FBE	20- 1593274	Y	1-2%	
Lanham Engineering, LLC	FBE	46- 1240018	Y	1-2%	
<b>DLZ OHIO, INC.</b>	<b>ASN</b>	<b>31- 1268980</b>	<b>Y</b>	<b>75%</b>	<b>10% MAJ 90% OTH</b>
E.P. Ferris & Associates	MAJ	31- 1194974	Y	10%	
Ribway Engineering Group, Inc.	MBE	31- 1406579	Y	10%	
Engineering Consultants, Inc.	ASN	31- 0716498	Y	3%	
Engage Public Affairs, LLC	FBE	20- 1593274	Y	2%	
<b>URS CORPORATION - OHIO</b>	<b>MAJ</b>	<b>34- 0939859</b>	<b>Y</b>	<b>70%</b>	<b>70% MAJ 15% PHC 15% OTH</b>
Parsons Brinckerhoff, Inc.	PHC	11- 1531569	Y	15%	
Resource International, Inc.	FBE	31- 0669793	Y	8%	
Dynotec, Inc.	MBE	31- 1319961	Y	7%	

This RFP Evaluation Committee included three (3) voting members from the Department of Public Service – Deputy Director Jennifer Gallagher, Patti Austin, and Hassan Zahran. Non-voting members, but attendees, included Tierra Palmer and Tom Crawford. A representative from EBOCO was invited but did not attend.

Burgess & Niple, Inc. received 89.00 points from the Evaluation Committee (out of a possible 100). The next closest firm was URS Corporation with 80.67 points.

The following is a list of the results of the Evaluation Committee’s assessment of the three evaluated proposals for your final selection.

Burgess & Niple	89.00
URS Corporation	80.67
DLZ Ohio	76.00

The Committee would like to submit Burgess & Niple for the Director's review and recommendation. The Committee felt that Burgess & Niple submitted the strongest overall proposal for the following reasons:

1. Burgess & Niple understands the nuances of the Downtown area and also performed the Downtown Circulation Study.
2. Their project team includes EMH&T, which is writing the Traffic Signal Design Manual. Neither of the other offerors even mentioned traffic signals in their proposals.
3. Burgess & Niple noted that, at each intersection, they would start with a signal warrant analysis.
4. They highlighted the inclusion of a signal interconnect specialist on their project team.
5. Burgess & Niple did a great job in their understanding of explaining their planned utilization of project team members.
6. They also mentioned the need for coordination with the CTSS project.

Per City Code 329.14(h), please provide direction for proceeding on this project by replying to this e-mail. Four options include:

1. Approve of the committee's recommendation, Burgess & Niple
2. Reject the committee's recommendations and designate a firm
3. Call for an oral presentation of the three highest scoring firms
4. Other

**Tom Crawford**  
**Fiscal Manager**



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