

Steege, Jerry K.

From: Kelsey, Mark
Sent: Monday, July 02, 2012 2:57 PM
To: Cofield, Alex A.
Cc: Bollo, Ryan J.; Delong, Nathan E.; Atkinson, Jennifer L.; Austin, Patti A.; Bauman, Max A; Bell, Timothy A.; Bowman, Randall; Cordetti, Steven R.; Crabill, Melanie J.; Figley, Russ U.; Gallagher, Jennifer L.; Giffin, Benjamin M.; Johnson, Daniel L.; Lewis, William A.; Lundine, Mark A.; Miller Jr, Richard A.; O'Callaghan, Timothy L.; Poindexter, Kaelyn C.; Roberts, Doug; Robinson, Valuise E.; Steege, Jerry K.; Stephens, Thomas H.; Tilton, Rick C.; Wentzel, Steve J.; Zahran, Hassan Y.
Subject: RE: RECOMMENDATION: Traffic Signal Installation - Traffic Signal Design Manual

I approve of the award to the recommended consultant

From: Cofield, Alex A.
Sent: Monday, July 02, 2012 1:51 PM
To: Kelsey, Mark
Cc: Bollo, Ryan J.; Delong, Nathan E.; Atkinson, Jennifer L.; Austin, Patti A.; Bauman, Max A; Bell, Timothy A.; Bowman, Randall; Cofield, Alex A.; Cordetti, Steven R.; Crabill, Melanie J.; Figley, Russ U.; Gallagher, Jennifer L.; Giffin, Benjamin M.; Johnson, Daniel L.; Lewis, William A.; Lundine, Mark A.; Miller Jr, Richard A.; O'Callaghan, Timothy L.; Poindexter, Kaelyn C.; Roberts, Doug; Robinson, Valuise E.; Steege, Jerry K.; Stephens, Thomas H.; Tilton, Rick C.; Wentzel, Steve J.; Zahran, Hassan Y.
Subject: RECOMMENDATION: Traffic Signal Installation - Traffic Signal Design Manual

To: Mark Kelsey, Director
Department of Public Service

From: Alex Cofield, Capital Fiscal Manager

Date: July 2, 2012

Subject: Traffic Signal Installation – Traffic Signal Design Manual

The Department of Public Service solicited Requests for Proposals for the Traffic Signal Installation – Traffic Signal Design Manual Contract. The budget is \$225,000. The, to be determined, amount of the contract shall be funded by cash.

The intent of this project is to provide the City of Columbus, Division of Design and Construction, additional resources to create a traffic signal design manual. The traffic signal design manual will organize existing City of Columbus standards, policies, recommended practices, and typical drawings into one comprehensive formal document. The manual will give the Department of Public Service design and review personnel a reference document to ensure a clear, complete, and concise set of plans to avoid misinterpretation during construction. The manual will provide a centralized source for consultants to utilize for plan preparation and development.

The project was formally advertised on the Vendor Services web site from May 30 2012, to June 28, 2012. The city received three (3) responses. All proposals were deemed responsive and were fully evaluated when the Evaluation Committee met on July 2, 2012. The responding firms were:

CONSULTANT/ Subconsultant	BUSINESS ENTERPRISE STATUS	CONTRACT COMPLIANCE NO.	ACTIVE	% OF WORK	% MAJORITY % OTHER
EMH&T	Majority	3106685594	Y	90%	100% MAJ
WM Engineering	Majority	301409153	Y	10%	
MS CONSULTANTS	Majority	346546916	Y	52%	52% MAJ 48% Other
DLZ Ohio	ASN	311268980	Y	43%	
MurphyEpson	FBE	311263605	Y	4%	
PolicyWorks, LLC	MBE	300193496	Y	1%	
TRANS ASSOCIATES	Majority	251634385	Y	60%	60% MAJ 30% Unknown 10% Other
Albeck +Associates	Unknown	None	NA	30%	
Dynotec	MBE	311319961	Y	10%	

This RFP Evaluation Committee included three (3) voting members from the Department of Public Service – Jennifer Gallagher, Hassan Zahran and Patti Austin. Non-voting members, but attendees, included Duane Parks from EBOCO and Jennifer Atkinson.

EMH&T received 90.00 points from the Evaluation Committee (out of a possible 100). The next closest firm was MS Consultants with 82.00 points.

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

EMH&T	90.00
MS Consultants	82.00
Trans Associates	71.67

The Committee would like to submit EMH&T for the Director’s review and recommendation. The Committee felt that EMH&T submitted the strongest overall proposal for the following reasons:

1. EMH&T was the only firm that understood the City’s desire to document our own staff’s expertise and knowledge, as opposed to exclusively turning to external sources.
2. EMH&T assembled a very strong project team that includes extensive fiber experience, experience developing standard drawings for other municipalities and a team member with previous experience as a traffic engineer in a city that Columbus hopes to benchmark for this project.
3. EMH&T demonstrated knowledge to streamline and improve processes and showed “outside the box” thinking.
4. EMH&T was the only firm that mentioned recent changes to the MUTCD (Manual of Uniform Traffic Control Devices).

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, EMH&T
2. Reject the committee’s recommendations and designate a firm
3. Call for an oral presentation of the two or three highest scoring firms
4. Other

Alex Cofield

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