

**REQUEST FOR PROPOSAL SUMMARY REPORT  
AND AWARD RECOMMENDATION**

Date: November 4, 2019

**Bid Number and Title:** RFP 20-03 Maple Avenue Utility Undergrounding Feasibility Study

**Proposals Due:** August 15, 2019

**Opened by:** Gina Gilpin, Purchasing Agent

**Witnessed by:** Mike Gallagher

**Total Responses Received:** Five (5)

Proposals were received from five (5) companies for the subject RFP.

As a result of the initial evaluation from the three (3) Evaluation Committee members, the top two (2) firms, Rinker Design Associates, and CES Consulting, were interviewed.

After the interviews, Rinker Design was the top ranked firm. They have been determined to be a responsive and responsible bidder. After negotiations with the vendor, a fee proposal has been agreed upon.

The Award is recommended to be made to:

Rinker Design Associates, PC.  
11100 Endeavor Court, Suite 202  
Manassas, VA 20109

<b><u>THE TOWN OF VIENNA, VIRGINIA</u></b>																					
<b>BID NUMBER:</b> RFP 20-03 <b>OPENING DATE:</b> 08/15/19 11:00 AM <b>OPENED BY:</b> GINA GILPIN <b>WITNESS:</b> MIKE GALLAGHER <b>BID TITLE:</b> <b>MAPLE AVE UTILITY UNDERGROUNDING FEASIBILITY STUDY</b>		<b>CES Consulting LLC</b> 22475 Rock Haven Way, Ste 255 Dulles, VA 20166				<b>NewGen Strategies and Solutions</b> 911-A Commerce Road Annapolis, MD 21401				<b>Century Engineering</b> 10710 Gilroy Rd Hunt Valley, MD 21031				<b>Rinker Design Associates</b> 11100 Endeavor St, Ste 200 Manassas, VA 20109				<b>Team Fishel</b> 8093 Elm Drive Mechanicsville, VA 23111			
<b>CRITERIA</b>	<b>WGT</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>TOTAL</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>TOTAL</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>TOTAL</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>TOTAL</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>TOTAL</b>
1. Team's experience in providing utility undergrounding services, including previous experience with similar types of projects.	40.0%	2.80	3.60	2.40	8.80	2.40	2.40	3.20	8.00	2.00	1.60	4.00	7.60	2.80	3.20	4.00	10.00	0.40	0.80	1.20	2.40
2. Qualifications and previous related work of key project personnel, particularly with regard to working with municipalities of similar size and government structure	15.0%	0.90	1.35	0.75	3.00	1.05	0.90	1.20	3.15	0.90	0.60	1.50	3.00	0.90	1.20	1.50	3.60	0.30	0.30	0.45	1.05
3. Work plan and approach to the Project. Suggestions as to how the Town might achieve its objectives to the fullest extent.	30.0%	2.10	2.40	0.60	5.10	2.10	1.80	1.50	5.40	1.50	1.50	2.70	5.70	2.10	2.40	3.00	7.50	0.30	0.30	0.30	0.90
4. Familiarity with and understanding of this specific project and project issues.	15.0%	0.90	1.20	0.60	2.70	1.05	1.05	0.60	2.70	0.60	0.75	1.50	2.85	1.05	1.20	1.50	3.75	0.15	0.15	0.45	0.75
<b>TOTAL</b>		<b>6.70</b>	<b>8.55</b>	<b>4.35</b>	<b>19.60</b>	<b>6.60</b>	<b>6.15</b>	<b>6.50</b>	<b>19.25</b>	<b>5.00</b>	<b>4.45</b>	<b>9.70</b>	<b>19.15</b>	<b>6.85</b>	<b>8.00</b>	<b>10.00</b>	<b>24.85</b>	<b>1.15</b>	<b>1.55</b>	<b>2.40</b>	<b>5.10</b>

RANK	FIRM NAME	SCORE
1	Rinker Design Associates	24.85
2	CES Consulting	19.60
3	NewGen Strategies	19.25
4	Century Engineering	19.15
5	Team Fishel	5.10

