



## CITY OF DUNWOODY

41 Perimeter Center East, Suite 250  
Dunwoody, GA 30346  
Phone: 678.382.6700 • Fax: 678.382.6701  
www.dunwoodyga.gov

---

# MEMORANDUM

**To:** Mayor and City Council  
**From:** Michael Smith, Public Works Director  
**Date:** June 14, 2010  
**Subject:** **Transportation Plan Contract Award**

---

### ITEM DESCRIPTION

The evaluation committee for the Comprehensive Transportation Plan Request for Proposals (RFP) recommends awarding a Contract 10-03 to Arcadis.

### BACKGROUND

The city has designated \$70,000 in fiscal year 2010 for a Comprehensive Transportation Plan to guide future policy and investment in transportation infrastructure. The RFP was issued in April and proposals were received from the following firms:

- A) Arcadis
- B) Gresham Smith Partners
- C) Kimley Horn
- D) Pharr Engineering
- E) Street Smarts
- F) URS

### EVALUATION

The Evaluation Committee reviewed the proposals and short-listed Arcadis, Kimley Horn, Street Smarts and URS for one hour interviews. Based on evaluation factors including project understanding, scope, schedule, experience, costs and the interview, Arcadis was identified as the highest ranked firm for this project. A summary of the evaluation results is attached.

### FUNDING

A cost of \$85,000 has been negotiated for Arcadis' services. Base cost proposals ranged from \$61,500 to \$85,000 but there were also differences in scope that should be considered in evaluating costs. For example, below is a comparison of Arcadis' proposed scope for the public involvement portion of the project compared to one of the other finalists whose costs was \$70,000:

Task	Arcadis	Other Finalist
Stakeholder Interviews	5	0
Stakeholder Workshops	4	0
City Council Presentations	3	2
Public Meetings	2	2
Webpage development	Included	Not Specified
Surveys	2	0



## **CITY OF DUNWOODY**

41 Perimeter Center East, Suite 250

Dunwoody, GA 30346

Phone: 678.382.6700 • Fax: 678.382.6701

[www.dunwoodyga.gov](http://www.dunwoodyga.gov)

---

Considering these variations in scope, the evaluation committee believes that Arcadis has proposed a cost and scope that is appropriate for this project.

Public Works recommends reallocating \$15,000 of the \$25,000 currently budgeted for preliminary engineering on the Mt. Vernon Road and Vermack Road intersection improvement project to fund the difference between the proposed cost and the budget amount. It seems appropriate to defer this project since the transportation plan will be identifying and prioritizing many projects such as this and since there is no money budgeted to move the project beyond preliminary design at this time.

### **RECOMMENDED ACTION**

Staff respectfully requests that Council: (1) award Purchasing Contract 10-03 (Comprehensive Transportation Plan) to Arcadis; (2) authorize staff to provide funding for the contracts; and (3) authorize the City Manager to execute the necessary documents following satisfactory review by legal counsel.



**CITY OF DUNWOODY**

41 Perimeter Center East, Suite 250  
 Dunwoody, GA 30346  
 Phone: 678.382.6700 • Fax: 678.382.6701  
 www.dunwoodyga.gov

**Comprehensive Transportation Plan Evaluation Committee Results**

Firm	Individual Ratings					Group		Rank	Proposed Cost
	MS	MT	CC	DP	Total	Interview	TOTAL		
<b>Arcadis</b>	59	65	67	57	248	60	308	<b>1</b>	\$ 85,000
<b>Street Smarts</b>	56	65	51	55	227	52	279	<b>2</b>	\$ 70,000
<b>Kimley Horn</b>	56	61	60	50	227	48	275	<b>3</b>	\$ 70,000
<b>URS</b>	64	69	72	53	258	16	274	<b>4</b>	\$ 70,000
<b>Gresham Smith Partners</b>	59	63	59	45	226				\$ 70,000
<b>Pharr Engineering</b>	57	62	52	49	220				\$ 61,500