DATE: June 16, 2005

SUBJECT: Approve an Award of a Contract to Multiple Firms for Professional Engineering Services for Various Parks, & Recreation Facilities Projects as per RFP 92-05.

C. M. RECOMMENDATIONS:

1. Approve the Award of Contract No. 92-05 to Earth Tech, Inc. and Paciulli, Simmons & Associates regarding Professional Engineering Services for Various Parks & Recreation Facilities Projects for up to a five year period in an amount not to exceed $250,000.00 per year.

2. Authorize the Purchasing Agent to execute the contract documents, subject to review by the County Attorney.

ISSUE: Section 4-108(3) of the Arlington County Purchasing Resolution states that, “No contract for professional services, which contract is performed as part of a capital improvement project and which professional services contract exceeds $50,000.00, shall be awarded without the approval of the County Board.”

SUMMARY: The Department of Parks, Recreation and Cultural Resources (PRCR) historically has developed contracts for professional engineering services for parks and recreation projects. The last contract expired at the end of January 2005. These projects are generally associated with the Capital Assets Preservation Program (CAPP), Neighborhood Conservation Program and small to mid-sized park bond projects.

BACKGROUND: On February 22, 2005, the Purchasing Agent received 12 responses to Request for Proposal No. 92-05. The Scope of Work within the proposal is for the provision of: Professional Engineering Services that include design, analysis and construction documents for various playgrounds, parks, athletic fields and courts, recreational facilities and community centers. Work for any given project scope, as determined by the County, may include the development of detailed projects scope, presentations to civic associations, surveys, cost estimates, preparation of plans and assistance during construction.
DISCUSSION: In accordance with the Purchasing Resolution, a multi-departmental panel reviewed proposals submitted in response to the Request for Proposal No. 92-05 and recommended that a contract be awarded to the firms below:

   Earth Tech, Inc.
   Paciulli, Simmons & Associates

By employing multiple firms, PRCR will have the capability to issue individual or multiple tasks to any of the firms. Projects will be assigned based on the following criteria: ability to meet specific Arlington County schedule requirements as determined by the Project Manager; availability of the firm’s staff and responsiveness to the Project Manager’s requests. For any individual project, the scope of work, fees and timelines, among other things will be developed within the authority of this contract.

FISCAL IMPACT: The award of this contract does not require a specific appropriation at this time. After the County Board appropriates funds for individual projects, which may have services performed either by County Staff or by one of the firms listed above, the firm providing the service will be authorized to proceed. The amount of work ordered by the County for all projects through this contract will not exceed $250,000.00 per contract term.