

# SPECIAL CITY COUNCIL MEETING

City of Davenport, Iowa

Thursday, June 25, 2020; 4:00 PM

City Hall, 226 W 4th St, Council Chambers

I. Moment of Silence

II. Pledge of Allegiance

III. Roll Call

IV. Presentation

1. Flood Conceptual Plan

V. Agenda Items

1. Resolution approving the contract for architectural/engineering services for the Flood Conceptual Plan Project to H R Green Inc of Cedar Rapids, IA in an amount not-to-exceed \$387,000, CIP #60028. [Wards 1 & 3]

VI. Adjourn

City of Davenport

Agenda Group:  
Department: Public Works - Admin  
Contact Info: Nicole Gleason 563-326-7734  
Wards:

**Action / Date**  
**6/25/2020**

Subject:  
Resolution approving the contract for architectural/engineering services for the Flood Conceptual Plan Project to H R Green Inc of Cedar Rapids, IA in an amount not-to-exceed \$387,000, CIP #60028. [Wards 1 & 3]

Recommendation:  
Adopt the Resolution.

Background:  
On March 16, 2020, a Request for Proposals was issued and sent to architectural/engineering firms. On May 1, 2020, the Purchasing Division opened and announced seven (7) proposals. See attached bid tabulation.

A committee consisting of the Mayor, a few council members, the City Administrator, staff from Public Works, and a citizen of Davenport, evaluated all seven proposals. They were scored on the following criteria: 1) ability, experience, qualifications, expertise of personnel assigned to the City's account - 25%, 2) scope of services, understanding of required service and methodology - 30%, 3) proposed pricing - 25%, and 4) public process approach - 20%. After the scoring was completed, virtual meetings were held with the six highest scoring firms. From those meetings, a few companies were asked to send their lead person to meet with a small group and visit a few of the sites where there is a flooding concern. This gave the committee a chance to determine which firm would be the best fit for the City's expectations and needs.

H R Green is being recommended for this project. They have successfully served the City in the past in designing projects.

Funding for this project is from CIP #60028.

ATTACHMENTS:

| Type                | Description                                   |
|---------------------|-----------------------------------------------|
| ▣ Resolution Letter | PW_RES_A/E Services for Flood Conceptual Plan |
| ▣ Cover Memo        | Bid Tab for Greensheet                        |

REVIEWERS:

| Department           | Reviewer       | Action   | Date                |
|----------------------|----------------|----------|---------------------|
| Public Works - Admin | Admin, Default | Approved | 6/22/2020 - 1:15 PM |

Resolution No. \_\_\_\_\_

Resolution offered by Alderman Dunn.

RESOLVED by the City Council of the City of Davenport.

RESOLUTION approving the contract for architectural/engineering services for the Flood Conceptual Plan Project to H R Green Inc of Cedar Rapids, IA and authorizing Mayor Mike Matson or designee to sign and manage any related agreements.

WHEREAS, the City needs to contract for architectural/engineering services for the Flood Conceptual Plan Project; and

WHEREAS, H R Green Inc of Cedar Rapids IA was the company chosen overall after proposals were evaluated, interviews were held, and an on-site visit/meeting.

NOW THEREFORE, IT IS HEREBY RESOLVED by the City Council of the City of Davenport, Iowa, that:

1. the contract for the Architectural/Engineering Services for Flood Conceptual Plan project to H R Green Inc of Cedar Rapids, IA is approved; and
2. Mayor Mike Matson or designee is authorized to sign and manage any related agreements;

Attest:

Approved:

\_\_\_\_\_  
Brian Krup  
Deputy City Clerk

\_\_\_\_\_  
Mike Matson  
Mayor

CITY OF DAVENPORT, IOWA  
RFP TABULATION

DESCRIPTION: A/E SERVICES FOR FLOOD CONCEPTUAL PLAN

BID NUMBER: 20-118

OPENING DATE: MAY 1, 2020

RECOMMENDATION: AWARD THE CONTRACT TO H R GREEN INC OF  
CEDAR RAPIDS IA

| <u>VENDOR NAME</u>                 | <u>LOCATION</u> |
|------------------------------------|-----------------|
| H R Green Inc.                     | Cedar Rapids IA |
| Christopher B Burke Engineering    | Rosemont IL     |
| GRAEF                              | Milwaukee WI    |
| HDR Inc                            | Cedar Rapids IA |
| IMEG Corp.                         | Rock Island IL  |
| Michael Van Valkenburgh Associates | Cambridge MA    |
| Suelzer Operations Service LLP     | Iowa City IA    |

Approved By Kristi Keller 6-8-2020  
Purchasing Date

Approved By Nicole Gleason June 5, 2020  
Dept. Director Date

Approved By Brandi Coy 6-8-2020  
Budget/CIP Date

Approved By Linda Stollard 6-8-2020  
Interim Finance Director Date