

# MEMORANDUM

TO: Peter Brixius, City Manager  
City Council

FROM: Trevor Campbell, R & B Director

DATE: September 21, 2020

SUBJECT: Award of Engineering Services for Downtown/Yampa Ave  
Sidewalk Project

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On September 18, 2020 we opened bid packages for the Engineering Services for Downtown/Yampa Ave Sidewalk Project. We sent out a Request for Qualifications in July and received seven responses. The seven packages were reviewed for thoroughness which helped us whittle the responses down to three. The three shortlisted firms were Martin/Martin, Landmark and Baseline. These firms were each interviewed allowing them to physically present their RFQs and team. From the three interviews by City staff, it was determined that Landmark and Martin/Martin both had a very good grasp of what the City's goals are for the project and both provided an experienced team with very similar project history. Request for Proposals were extended to both Landmark and Martin/Martin.

The lowest evaluated bid was from Landmark Consultants, Inc. in the amount of \$87,190.

We would like to recommend that the City award the Contract to Landmark Consultants, Inc.

RFP Comparison		
Firm	Landmark Consulting, Inc	Martin/Martin Consulting Engineers
Location	Steamboat Springs, CO	Avon, CO
Bid	\$87,190	\$132,250