

ANCHORAGE SCHOOL DISTRICT
ANCHORAGE, ALASKA

ASD MEMORANDUM #41 (2008-2009)

August 11, 2008

FROM: OFFICE OF THE SUPERINTENDENT

SUBJECT: PROFESSIONAL SERVICES SELECTION FOR SITE
IMPROVEMENT DESIGN AT CAMPBELL, HUFFMAN AND
KLATT ELEMENTARY SCHOOLS

ASD Goal: Establish and maintain a supportive and effective learning environment by providing safe, caring, barrier-free schools. Ensure public accountability through effective consultation with community to ensure wise use of financial resources and responsible construction and maintenance of facilities, and effective communication with students, staff, parents, community and government at all levels.

RECOMMENDATION:

It is the Administration's recommendation that the School Board approve the selection of CRW Engineering Group LLC, as the Designer of Record for the site improvement design at Campbell, Huffman and Klatt Elementary Schools and authorize the Superintendent to negotiate and enter into a contract with CRW Engineering Group LLC for design services, in an amount not to exceed \$190,000.

PERTINENT FACTS:

In April 2008, voters approved bond funding for site improvements at Campbell, Huffman and Klatt Elementary Schools.

During the summer of 2007, The Facilities Department in conjunction with ASD's Maintenance and Transportation Departments evaluated existing site conditions at the three schools. These evaluations concluded that the asphalt paved areas, parking and driveways, and concrete sidewalks and curbs have significant deterioration and require replacement at each location. In addition Huffman Elementary has pedestrian and traffic safety issues that need improvement.

In May 2008, the District issued a formal Request for Proposal for professional design services for site improvements at Campbell, Huffman and Klatt Elementary Schools. Four proposals were received. In accordance with the selection procedures in the RFP, proposals were reviewed, evaluated and scored by a selection committee consisting of District Facilities Department staff. After

the initial scoring, the district then conducted interviews with the short listed two firms. CRW Engineering Group, LLC was ranked as the top firm and is recommended as the designer for this project.

CERTIFICATION OF FUNDS:

Funds Description:

- (03) Capital Projects Fund
- (00312801) Bond 2008 Proposition 3
- (3128015) B08 Prop 3 DW Building Renewal
- (3128040) B08 Prop 3 DW Traffic Safety
- (5210) Architects Agreements

	<u>Fund</u>	<u>Funding Source</u>	<u>Funding Control</u>	<u>Account Code</u>	<u>Amount</u>
Campbell Elementary	03	00312801	3128015	13050-5210	\$ 63,334
Huffman Elementary	03	00312801	3128040	23749-5210	63,333
Klatt Elementary	03	00312801	3128015	24539-5210	<u>63,333</u>
				Total:	<u>\$190,000</u>

CC/GV/PC/RA/RB/CL/jg

Prepared by: Chris Lynch, Project Manager
 Rob Balivet, Design Manager
 Ray Amsden, Director of Facilities
 Pamela K. Chenier, Director of Purchasing/Warehouse

Approved by: George Vakalis, Assistant Superintendent of Support Services

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ABSTRACT OF PROPOSALS

Commodity or Service:	<u>Three Elementary Schools Site Improvement Design</u>
Proposals Reviewed:	<u>12 P.M., Anchorage Time June 18, 2008</u>
Number of Invitations Sent:	<u>Twenty-one (21)</u>
Number of Responsive Proposals Received:	<u>Four (4)</u>
Number of Non-Responsive Proposals Received:	<u>None (0)</u>
Number of "NO PROPOSAL" Received:	<u>None (0)</u>
Advertising Date:	<u>Anchorage Daily News May 28, 29, 30, 2008</u>
Pre-Proposal Conference Held:	<u>10 A.M., Anchorage Time June 2, 2008</u>
Addendum Issued:	<u>None Issued</u>

ANCHORAGE SCHOOL DISTRICT
PURCHASING DEPARTMENT
Contracting Section
1301 Labar Street
Anchorage, Alaska 99515

TABULATION OF PROPOSALS

Opened: June 18, 2008, 12 P.M., Anchorage Time

Invitation: Three Elementary Schools Site Improvement Design

PROPOSERS

- | | |
|---|--|
| 1. R & M Consultants, Inc.
9101 Vanguard Drive
Anchorage, AK 99507 | 2. CRW Engineering Group
3940 Arctic Blvd., Suite 300
Anchorage, AK 99503 |
| 3. F. Robert Bell & Associates
801 W. Fireweed Lane, #201
Anchorage, AK 99503 | 4. Enterprise Engineering, Inc.
2525 Gambell Street, Suite 200
Anchorage, AK 99503 |

SHORT LIST PROPOSERS SELECTED FOR INTERVIEWS

- | | |
|--|---|
| 1. R & M Consultants, Inc.
9101 Vanguard Drive
Anchorage, AK 99507 | 2. CRW Engineering Group
3940 Arctic Blvd., Suite 300
Anchorage, AK 99503 |
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