

ANCHORAGE SCHOOL DISTRICT
ANCHORAGE, ALASKA

ASD MEMORANDUM #250 (2003-2004)

April 12, 2004

TO: SCHOOL BOARD

FROM: OFFICE OF THE SUPERINTENDENT

SUBJECT: CONSULTANT SELECTION FOR SOUTHWEST ANCHORAGE
AREA ELEMENTARY SCHOOL AND MIDDLE SCHOOL SITE
ANALYSIS

RECOMMENDATION:

It is the Administration's recommendation that the School Board approve the selection of F. Robert Bell and Associates to perform the engineering analysis of two candidate sites for an elementary and/or middle school in Southwest Anchorage and authorize the Superintendent to negotiate and enter into a contract with F. Robert Bell and Associates for engineering services.

PERTINENT FACTS:

The current Capital Improvement Plan, as approved by the School Board, identifies the need for both an elementary school and a middle school in the Southwest Anchorage area.

The Joint School Site Selection Committee has recommended two sites be analyzed for the purpose of locating an elementary and/or a middle school. Funding for the school sites is available in the 2003 General Obligation Bonds, Site Acquisition.

Municipal Ordinance 25.25.240 requires an engineering analysis be performed for each site so a recommendation for selection can be prepared.

A Request for Proposal (RFP) was issued on February 18, 2004. Nine firms secured copies of the RFP. Three firms attended a pre-proposal conference, one firm, F. Robert Bell and Associates submitted a proposal on March 10, 2004. Contact was made with five of the nine firms receiving the RFP to determine reasons for not responding. Each one cited their current work load and scheduling conflicts as the basis for their non-participation in responding to the RFP.

An evaluation committee comprised of ASD Contracting and Facilities Department staff and a representative from the Municipality of Anchorage Planning Department evaluated the proposal submitted. The committee utilized the evaluation criteria identified in the RFP, which consisted of project approach, methods, management, firm's experience, proposed staff work load, and resources. F. Robert Bell and Associates was rated acceptable in all categories. The Committee recommended their selection. F. Robert Bell and Associates is a full service engineering firm with experience in educational facilities. They have completed many Anchorage School District projects over the years including, Sand Lake Elementary Site Design and Traffic Survey, King Career Center Site Evaluation, Ursa Major Site Plan, and Goldenview Middle School civil site design.

The estimated fee for services falls in the \$100,000 to \$125,000 range.

If negotiation with F. Robert Bell and Associates is unsuccessful, the District reserves the right to cancel the Request for Proposal and reissue.

CC/GV/RA/JA/FJ/rh

Attachment

Prepared by: Fred Johnson, Project Manager
Jan Anderson, Contracting Coordinator
Ray Amsden, Director of Facilities

Approved by: George Vakalis, Assistant Superintendent of Support Services