

Kenai Peninsula Borough  
 Planning Department – Land Management Division

**MEMORANDUM**

**TO:** Charlie Pierce, Mayor

**THRU:** Valentina Sustaita, Purchasing & Contracting Director *ZBZ For V.S.*  
 Max Best, Planning Director *MB*

**FROM:** Marcus Mueller, Land Management Officer *MM*

**DATE:** June 21, 2018

**RE:** Authorization to Award a Contract RFP#18-005 Municipal Entitlement Survey ASLS 2017-23

The Purchasing and Contracting Office formally solicited and received proposals for the RFP18-005 Municipal Entitlement Survey. Proposal packets were released and the Request for Proposal was advertised in the Peninsula Clarion on April 16, 2018.

The project consists of survey, monumentation and platting for approximately 345 acres of land per Special Survey Instructions issued by the State of Alaska, Department of Natural Resources Division of Mining, Land and Water Cadastral Survey Unit, Alaska State Land Survey 2017-23/ADL 227985, for municipal entitlement conveyance.

On the due date of May 21, 2018 four (4) proposals were received and ranked by a review committee as follows:

<u>FIRM</u>	<u>LOCATION</u>	<u>TOTAL SCORE</u>
PND Engineers	Anchorage, Alaska	245.0
McLane Consulting	Soldotna, Alaska	227.7
Farpoint Land Services	Anchorage, Alaska	<del>266.5</del> 226.5 <i>MB</i>
Stantec Consulting Services	Anchorage, Alaska	191.7

The highest ranking proposal, which includes a cost factor, was submitted by PND Engineers with a lump sum cost proposal of \$65,048.00. The proposal review committee recommends award of a contract to PND Engineers Inc., 1506 W. 36<sup>th</sup> Ave., Anchorage, Alaska 99503. Your approval for this award is hereby requested.

Funding for this project is in the following account: 250.21210.43011 with \$58,543.20 available in FY2019 and the remaining \$6,504.80 are pending Assembly approval for FY2020.

*[Signature]*  
 Charlie Pierce, Mayor

*6/26/2018*  
 Date

FINANCE DEPARTMENT FUNDS VERIFIED	
Acct No	<u>250.21210.43011</u>
FY 19	\$58,543.20 - <i>PP</i>
FY 20	\$6,504.80 - <i>Pending assembly approval of budget.</i>
Amount	<u>\$65,048.00</u>
By	<i>PP</i>
Date	<u>6/21/18</u>

Kevin Verification Sheet.  
 call check out  
 MAR 4 checked  
 6/6/2018 JBJ

**RFP18-005 Municipal Entitlement Survey  
 PROPOSAL EVALUATION (totals)**

	# of Pts Avail	Farpoint Land Svs		Stantec		McLane Consulting		PND Engineers		
		QRF	Total	QRF	Total	QRF	Total	QRF	Total	
1. Qualifications/ Experience of the Firm	25	Evaluator 1	0.8	20.0	0.8	20.0	0.8	20.0	0.6	15.0
		Evaluator 2	0.8	20.0	0.6	15.0	0.8	20.0	0.6	15.0
		Evaluator 3	0.9	22.5	0.8	20.0	0.9	22.5	0.7	17.5
		<b>Total</b>		<b>62.5</b>		<b>55.0</b>		<b>62.5</b>		<b>47.5</b>
2. Key Project Staff/ Sub- Consultants	10	Evaluator 1	0.6	6.0	0.8	8.0	0.8	8.0	0.6	6.0
		Evaluator 2	0.8	8.0	0.8	8.0	0.8	8.0	0.4	4.0
		Evaluator 3	0.8	8.0	0.8	8.0	0.8	8.0	0.6	6.0
		<b>Total</b>		<b>22.0</b>		<b>24.0</b>		<b>24.0</b>		<b>16.0</b>
3. Project Methodology & Approach	15	Evaluator 1	0.8	12.0	0.8	12.0	0.6	9.0	0.8	12.0
		Evaluator 2	0.8	12.0	0.8	12.0	0.8	12.0	0.6	9.0
		Evaluator 3	0.7	10.5	0.8	12.0	0.7	10.5	0.7	10.5
		<b>Total</b>		<b>34.5</b>		<b>36.0</b>		<b>31.5</b>		<b>31.5</b>
<b>Subtotal</b>		<b>119</b>		<b>115</b>		<b>118</b>		<b>95</b>		
4. Cost	50		107.5		76.7		109.7		150.0	
		<b>Cost</b>	\$	90,735.00	\$	127,172.00	\$	88,968.00	\$	65,048.00
		<b>Grand Total</b>		<b>226.5</b>		<b>191.7</b>		<b>227.7</b>		<b>245.0</b>
		<b>Ranking</b>		3		4		2		1