



KENAI PENINSULA BOROUGH

Road Service Area
47140 E. Poppy Lane • Soldotna, Alaska 99689
Phone: (907) 262-4427 • Fax: (907) 262-6090
www.kpb.us

**MIKE NAVARRE
BOROUGH MAYOR**

MEMORANDUM

TO: Mike Navarre, Mayor
THRU: Valentina Sustaita, Purchasing & Contracting Director *V. Sustaita*
FROM: Pat Malone, Roads Director *Pat Malone*
DATE: August 9, 2017
SUBJECT: Authorization to Award Contract for RFP17-013, Professional Design Services for Road Service Area Capital Improvement Projects

The Purchasing and Contracting Office formally solicited and received proposals for Professional Design Services for Road Service Area Capital Improvement Projects. Proposal packets were released on June 27, 2017 and the Request for Proposals was advertised in the Peninsula Clarion on June 27, 2017.

The services will provide design, engineering, administration and project inspection for road capital improvement projects.

On the due date of July 20, 2017, four (4) proposals were received and ranked by a review committee as follows:

<u>FIRM:</u>	<u>LOCATION:</u>	<u>TOTAL SCORE:</u>
McLane Consulting, Inc.	Soldotna, Alaska	535.60
Nelson Engineering PC	Kenai, Alaska	485.00
Larson Engineering & Design PC	Kenai, Alaska	421.00
Wince-Corthell-Bryson	Kenai, Alaska	420.62

The highest ranking proposal, which includes a cost factor, as submitted by McLane Consulting, Inc. with a lump sum cost proposal of \$156,000.00. The proposal review committee recommends award of a contract to McLane Consulting, Inc., and at their August 8, 2017 meeting the Road Service Area board approved Resolution 2017-07, Recommending Award of Contract to McLane Consulting, Inc. for Professional Design Services for Capital Improvement Projects.

Your approval for this award is hereby requested. Funding for this project is in account number 434.33950.15089.49999.

Mike Navarre
Mike Navarre, Mayor

8/11/17
Date

FINANCE DEPARTMENT FUNDS VERIFIED	
Acct. No.	434.33950.15089.49999
Amount	\$ 156,000.00
By: <i>[Signature]</i>	Date: <u>8/9/17</u>