

SUBJECT: Award of Proposal No. 18-133P, Management of Mitigation Acquisition Program to The Boutet Company, Inc., for the contract amount not to exceed \$600,000.00.

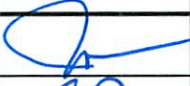



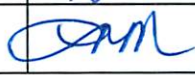

AGENDA OF: June 19, 2018

ASSEMBLY ACTION:

Removed from Agenda -
No action taken 6-19-18

MANAGER RECOMMENDATION: Present to the assembly for consideration.

APPROVED BY JOHN MOOSEY BOROUGH MANAGER:

Route To:	Department/Individual	Initials	Remarks
	Purchasing Officer		
	Planning Director		
	Finance Director		
	Borough Attorney		
	Borough Clerk		6/11/18 

ATTACHMENT (S) : Fiscal Note: Yes X No
Advertisement (1p)
Analysis Sheet (1p)

SUMMARY STATEMENT: On May 2, 2018, the Matanuska-Susitna Borough issued a solicitation requesting Proposals from qualified firms to provide project management services for the Hazard Mitigation Program Grant (HMGP) awards. The Borough received a HMGP award for the acquisition, demolition and removal of up to ten homes and associated infrastructure located on nine parcels in the Butte Area. In addition, the Borough has received a second HMGP award for the acquisition, demolition and removal of up to five homes located on five parcels in the Sutton Area. The project will remediate and preserve roughly 80 Acres if of privately-owned land. Such land will be preserved as a riparian habitat corridor, with an open space in perpetuity restriction upon the deeds of the applicable properties.

In response to the advertisement, four (4) proposals were received. A proposal evaluation team made up of Borough Planning, Community Development and Emergency Services staff

evaluated the proposals and selected The Boutet Company, Inc. as the most advantageous firm for the Borough. The final completion for this project is September 30, 2019.

The Planning Department, Development Services Division will be administering the contract.

RECOMMENDATION OF ADMINISTRATION: Award of **PROPOSAL NO. 18-133P, MANAGEMENT OF MITIGATION ACQUISITION PROGRAM** to **THE BOUTET COMPANY, INC.**, for the contract amount not to exceed **SIX HUNDRED THOUSAND DOLLARS AND 00/100 CENTS (\$600,000.00)**.

MATANUSKA-SUSITNA BOROUGH
FISCAL NOTE

Agenda Date: June 19, 2018

SUBJECT: Award of Proposal No. 18-133P, Management of Mitigation Acquisition Program to The Boutet Company, Inc., for the contract amount not to exceed \$600,000.00.

ORIGINATOR: Purchasing

FISCAL ACTION (TO BE COMPLETED BY FINANCE)	FISCAL IMPACT <u>YES</u> NO
AMOUNT REQUESTED <u>600,000</u>	FUNDING SOURCE <u>AK HMGP Grant</u>
FROM ACCOUNT # <u>445.000.000 4xx.Xxx</u>	PROJECT # <u>20395</u>
TO ACCOUNT :	PROJECT #
VERIFIED BY: <u>[Signature]</u>	CERTIFIED BY:
DATE: <u>6-6-18</u>	DATE:

EXPENDITURES/REVENUES:

(Thousands of Dollars)

OPERATING	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024
Personnel Services						
Travel						
Contractual						
Supplies						
Equipment						
Land/Structures						
Grants, Claims						
Miscellaneous						
TOTAL OPERATING						

CAPITAL	<u>600</u>					
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REVENUE						
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FUNDING:

(Thousands of Dollars)

General Fund						
State/Federal Funds	<u>600</u>					
Other						
TOTAL	<u>600</u>					

POSITIONS:

Full-Time						
Part-Time						
Temporary						

ANALYSIS: (Attach a separate page if necessary) Fund verified for FY19. Services can begin July 1, 2018

PREPARED BY: _____ PHONE: _____
 DEPARTMENT: Chugachne Hamell DATE: _____
 APPROVED BY: _____ DATE: 6/6/18

MATANUSKA-SUSITNA BOROUGH
350 East Dahlia
Palmer, Alaska 99645

A D V E R T I S E M E N T

VENDOR		ACCOUNT #	DATE FOR ADVERTISEMENT
Alaska Daily News		MATA 0070	5/3/18
Frontiersman		CONTRACT	5/4/18
TYPE OF AD:	<input type="checkbox"/> Display	<input checked="" type="checkbox"/> Classified	<input type="checkbox"/> Public Information

The material herein must be printed in its entirety on the dates shown above. Affidavit of publication is required prior to payment.

MATANUSKA-SUSITNA BOROUGH
#18-133P
MANAGEMENT OF MITIGATION ACQUISITION PROGRAM

The Matanuska-Susitna Borough (MSB) is requesting proposals from qualified firms for project management services for the Hazard Mitigation Program Grant (HMGP) awards. The Borough has received a HMGP award for the acquisition, demolition and removal of up to ten homes and associated infrastructure located on nine parcels in the Butte Area. In addition, the Borough has received a second HMGP award for the acquisition, demolition and removal of up to five homes located on five parcels in the Sutton Area. The project will remediate and preserve roughly 80 Acres if of privately-owned land. Such land will be preserved as a riparian habitat corridor, with an open space in perpetuity restriction upon the deeds of the applicable properties.

Proposal documents are available online beginning **May 2, 2018**. This proposal is available for free at the MSB Purchasing Website: www.matsugov.us/contractopportunities

For additional info, contact MSB Purchasing at (907) 861-8601, or e-mail purchasing@matsugov.us.

Proposal closing: May 24, 2018 @ 4:00 PM in the Purchasing Section

Proposals must be received in the Purchasing Division prior to the time fixed for closing of the RFP to be considered. Time of receipt will be determined by the time stamp in the Purchasing Division.

Persons needing accommodation in order to participate should contact the borough ADA coordinator at (907) 861-8404.

The Matanuska-Susitna Borough reserves the right to accept or reject any or all proposals, waive any and all technicalities or informalities it deems appropriate. Award of this project is subject to the availability of funding.

Page 1 of 1	Approved by: Signature on File
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DEPARTMENT ACCOUNT NO.: 100.180.183.422.00

18-133P Management of Mitigation Acquisition Program

RATER #1	Criteria #	Criteria Description	Weight	Electric Power Systems, Inc.		Sustainable Design Group, LLC.		LeMay Engineering & Consulting, Inc.		The Boutet Company, Inc.	
	1	Registration	2	1.0	2.0	1.0	2.0	1.0	2.0	1.0	2.0
	2	Geographic Location	5	1.0	5.0	1.0	5.0	0.0	0.0	1.0	5.0
	3	Objectives and Services	19	1.0	19.0	0.3	5.7	0.5	9.5	0.7	13.3
	4	Relevant Project Experience	19	0.8	15.2	0.3	5.7	0.5	9.5	0.7	13.3
	5	Proposed Project Staff	15	0.8	12.0	0.5	7.5	0.5	7.5	0.7	10.5
	6	Methods	10	0.7	7.0	0.5	5.0	0.5	5.0	0.7	7.0
	7	Management	10	0.8	8.0	0.5	5.0	0.5	5.0	0.7	7.0
	8	Cost	20	\$ 171.00	12.63	\$ 110.00	19.64	\$ 108.00	20.00	\$ 115.00	18.78
	TOTALS				80.83		55.54		58.50		76.88

RATER #2	Criteria #	Criteria Description	Weight	Electric Power Systems, Inc.		Sustainable Design Group, LLC.		LeMay Engineering & Consulting, Inc.		The Boutet Company, Inc.	
	1	Registration	2	1.0	2.0	1.0	2.0	1.0	2.0	1.0	2.0
	2	Geographic Location	5	1.0	5.0	1.0	5.0	0.0	0.0	1.0	5.0
	3	Objectives and Services	19	0.8	15.2	0.3	5.7	0.3	5.7	0.8	15.2
	4	Relevant Project Experience	19	0.7	13.3	0.5	9.5	0.3	5.7	0.7	13.3
	5	Proposed Project Staff	15	0.8	12.0	0.2	3.0	0.2	3.0	0.8	12.0
	6	Methods	10	0.8	8.0	0.3	3.0	0.2	2.0	0.8	8.0
	7	Management	10	0.7	7.0	0.3	3.0	0.2	2.0	0.7	7.0
	8	Cost	20	\$ 171.00	12.63	\$ 110.00	19.64	\$ 108.00	20.00	\$ 115.00	18.78
	TOTALS				75.13		50.84		40.40		81.28

RATER #3	Criteria #	Criteria Description	Weight	Electric Power Systems, Inc.		Sustainable Design Group, LLC.		LeMay Engineering & Consulting, Inc.		The Boutet Company, Inc.	
	1	Registration	2	1.0	2.0	1.0	2.0	1.0	2.0	1.0	2.0
	2	Geographic Location	5	1.0	5.0	1.0	5.0	0.0	0.0	1.0	5.0
	3	Objectives and Services	19	0.5	9.5	0.5	9.5	0.7	13.3	0.8	15.2
	4	Relevant Project Experience	19	0.8	15.2	0.8	15.2	0.8	15.2	0.8	15.2
	5	Proposed Project Staff	15	0.7	10.5	0.8	12.0	0.7	10.5	0.8	12.0
	6	Methods	10	0.7	7.0	0.5	5.0	0.8	8.0	0.7	7.0
	7	Management	10	0.8	8.0	0.8	8.0	0.8	8.0	0.8	8.0
	8	Cost	20	\$ 171.00	12.63	\$ 110.00	19.64	\$ 108.00	20.00	\$ 115.00	18.78
	TOTALS				69.83		76.34		77.00		83.18

RATER #4	Criteria #	Criteria Description	Weight	Electric Power Systems, Inc.		Sustainable Design Group, LLC.		LeMay Engineering & Consulting, Inc.		The Boutet Company, Inc.	
	1	Registration	2	1.0	2.0	1.0	2.0	1.0	2.0	1.0	2.0
	2	Geographic Location	5	1.0	5.0	1.0	5.0	0.0	0.0	1.0	5.0
	3	Objectives and Services	19	0.8	15.2	0.7	13.3	0.7	13.3	0.7	13.3
	4	Relevant Project Experience	19	0.5	9.5	0.7	13.3	0.8	15.2	0.5	9.5
	5	Proposed Project Staff	15	0.7	10.5	0.8	12.0	0.8	12.0	0.7	10.5
	6	Methods	10	0.7	7.0	0.8	8.0	0.7	7.0	0.8	8.0
	7	Management	10	0.7	7.0	0.8	8.0	0.7	7.0	0.5	5.0
	8	Cost	20	\$ 171.00	12.6	110.0	19.6	108.0	20.0	115.0	18.8
	TOTALS				68.83		81.24		76.50		72.08

RATER #5	Criteria #	Criteria Description	Weight	Electric Power Systems, Inc.		Sustainable Design Group, LLC.		LeMay Engineering & Consulting, Inc.		The Boutet Company, Inc.	
	1	Registration	2	1.0	2.0	1.0	2.0	1.0	2.0	1.0	2.0
	2	Geographic Location	5	1.0	5.0	1.0	5.0	0.0	0.0	1.0	5.0
	3	Objectives and Services	19	0.5	9.5	0.3	5.7	0.3	5.7	0.5	9.5
	4	Relevant Project Experience	19	0.7	13.3	0.2	3.8	0.3	5.7	0.5	9.5
	5	Proposed Project Staff	15	0.7	10.5	0.5	7.5	0.5	7.5	0.5	7.5
	6	Methods	10	0.5	5.0	0.7	7.0	0.7	7.0	0.5	5.0
	7	Management	10	0.7	7.0	0.7	7.0	0.2	2.0	0.5	5.0
	8	Cost	20	\$ 171.00	12.63	\$ 110.00	19.64	\$ 108.00	20.00	\$ 115.00	18.78
	TOTALS				64.93		57.64		49.90		62.28

	Electric Power Systems, Inc.	Sustainable Design Group, LLC.	LeMay Engineering & Consulting, Inc.	The Boutet Company, Inc.
TOTAL	359.56	321.58	302.30	375.71
AVERAGE	71.91	64.32	60.46	75.14
Final Score	71.91	64.32	60.46	75.14