



**TO:** Board of Contracts and Awards  
**FROM:** Joshua Clarke, Project Manager, Public Works Facilities Management  
Kurtis D. Kingsolver, P.E., Public Works Director/City Engineer *KDK*  
**COPY:** City Council, City Manager, City Clerk, SBE Coordinator, LEAP Coordinator, and  
Doreen Klaaskate, Finance/Purchasing  
**SUBJECT:** Condition Assessment of City-owned General Government Facilities – Request for  
Qualification Specification No. PW15-0635F, Contract No. 4600012833 –  
September 26, 2017  
**DATE:** September 11, 2017

**SUMMARY:**

The Public Works Department recommends a contract be awarded to EGM, Inc. dba MENG Analysis, Seattle, WA, in the amount of \$269,395, sales tax not applicable, budgeted from Fund 5700, for a condition assessment of City-owned General Government facilities.

**STRATEGIC POLICY PRIORITY:**

- Assure outstanding stewardship of the natural and built environment.

This contract will provide for an assessment of approximately 55 City-owned General Government buildings managed by Public Works Facilities Management. The facility condition assessment (FCA) will identify and document deferred maintenance needs of the facilities.

**BACKGROUND:**

The last FCA was conducted in 2009 and identified an approximately \$38 million backlog of maintenance and repairs. It is recommended to conduct an FCA every five years to: obtain a consistent and comprehensive survey of the facilities; obtain detailed information on the current status of the buildings, their components, the useful remaining life, and major maintenance priorities; utilize the findings to forecast funding requirements for capital facilities planning; utilize the findings as a baseline to set priorities for the maintenance, repair, enhancement or replacement of facilities and their component systems.

**ISSUE:** A new consistent and comprehensive assessment is needed to effectively plan maintenance and improvements to the City-owned facilities.

**ALTERNATIVES:** The alternative is to take no action which would result in a lack of current deferred maintenance needs of City-owned facilities for the 2019-2020 budget planning process.

**COMPETITIVE SOLICITATION:** Request for Qualification Specification No. PW15-0635F was opened December 8, 2015. Eleven companies were invited to bid in addition to normal advertising of the project. Seven submittals were received.



| <u>Respondent</u>                        | <u>Location (city and state)</u> | <u>Rank or Score</u> |
|--|----------------------------------|----------------------|
| <b>EGM, Inc. dba MENG Analysis</b>       | <b>Seattle, WA</b>               | <b>1</b>             |
| Cardno GS, Inc.                          | Seattle, WA                      | 2                    |
| McKinstry Essention, LLC                 | Seattle, WA                      | 3                    |
| Faithful+Gould, Inc.                     | Beaverton, OR                    | 4                    |
| Bratislavasky Consulting Engineers, Inc. | Snohomish, WA                    | 5                    |
| Heery International, Inc.                | Seattle, WA                      | 6                    |
| Clampett Industries, LLC d/b/a EMG       | Owings Mills, MD                 | 7                    |

CONTRACT HISTORY: New contract.

SUSTAINABILITY: The assessments will provide information that will help to maintain and preserve the built environment and will also provide information for repairing or replacing building systems to reduce energy and water consumption.

SBE/LEAP COMPLIANCE: Not applicable.

**RECOMMENDATION:**

The Public Works Department recommends a contract be awarded to EGM, Inc. dba MENG Analysis, Seattle, WA, in the amount of \$269,395, sales tax not applicable, budgeted from Fund 5700, for a condition assessment of City-owned General Government facilities.

**FISCAL IMPACT:**

**EXPENDITURES:**

| FUND NUMBER & FUND NAME *                             | COST OBJECT (CC/WBS/ORDER) | COST ELEMENT | TOTAL AMOUNT     |
|---|----------------------------|--------------|------------------|
| Municipal Building Acquisition & Operations Fund 5700 | FAC-00016                  | 5310100      | \$269,395        |
| <b>TOTAL</b>  |                            |              | <b>\$269,395</b> |

\* General Fund: Include Department

**REVENUES:**

| FUNDING SOURCE  | COST OBJECT (CC/WBS/ORDER) | COST ELEMENT | TOTAL AMOUNT     |
|---|----------------------------|--------------|------------------|
| Municipal Building Acquisition & Operations Fund 5700 | FAC-00016                  | 4300000      | \$269,395        |
| <b>TOTAL</b>  |                            |              | <b>\$269,395</b> |

**FISCAL IMPACT TO CURRENT BIENNIAL BUDGET:** \$269,395

**ARE THE EXPENDITURES AND REVENUES PLANNED AND BUDGETED?** Yes

**IF EXPENSE IS NOT BUDGETED, PLEASE EXPLAIN HOW THEY ARE TO BE COVERED.** N/A