



## Chicago Metropolitan Agency for Planning

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### MEMORANDUM

**To:** CMAP Board

**From:** Finance and Administration Staff

**Date:** May 10, 2023

**Re:** Contract approval for a one-year agreement with AECOM Technical Services, Inc. for the project management and development of municipal pavement management plans (PMPs) for the Local Technical Assistance Program (TAP-L), for a not-to-exceed Amount of \$359,855.

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CMAP seeks to expand its PMP to seven additional municipalities through the TAP-L. CMAP has provided technical assistance to a total 75 communities for the completion of municipal PMPs. PMPs give participating local agencies an understanding of the importance and types of pavement preservation and maintenance, documentation of the current condition of pavement, scenarios evaluating the cost to meet different network-level pavement conditions, and a recommended capital plan that emphasizes pavement preservation treatments.

A Request for Proposals (RFP) was sent to potential consultants and posted to the CMAP website on February 1, 2023. Staff held a non-mandatory pre-bid information session for consultants on February 17, 2023. On March 1, 2023, CMAP received responses from 2 consultants: AECOM and Chastain & Associates LLC.

Consultant qualifications were reviewed by three staff members from CMAP who scored each proposal independently by March 27. The criteria for selection included the following:

1. Demonstrated record of experience and professional credentials of the consultant as well as identified staff in providing the professional services identified in the scope of work, including addressing the topical areas identified in the project background and scope of services of the RFP.
2. Prior performance of previous CMAP contracts will be considered. Consultants who are or have been seriously deficient in current or recent contract performance in the absence of evidence to the contrary or circumstances properly beyond the control of the Consultant shall be presumed to be unable to meet these requirements. Past

unsatisfactory performance will ordinarily be sufficient to justify a finding of non-responsibility.

3. The consultants' approach to project management oversight that addresses the main tasks delineated for Project Management Oversight in and the standard scope of plans developed by CMAP for PMPs in Section 2 of RFP 276
4. The consultant's experience and professional credentials in developing policy recommendations for pavement preservation.
5. The quality and relevance of examples of similar work, or work that includes similar elements.
6. Cost to CMAP, including consideration of all project costs and per-hour costs.

Table 1 shows the score of each firm that submitted a response to the RFP.

**Table 1: RFP 276 Proposal Scoring**

Evaluation Criteria	Max. Value	AECOM	Chastain & Associates LLC.
1. Demonstrated experience of the firm and professional credentials	24	23	19
2. Prior performance of previous CMAP contracts	10	9	7
3. Project management approach	24	22	13
4. Experience with relevant PM system software training	5	5	4
5. Quality and relevance of similar work	17	16	13
6. Cost to CMAP	20	11 (\$359,855)	20 (\$187,102)
Total	100	86	73

Following responses to follow up questions, the review team is recommending **AECOM** as the selected vendor for this project. **AECOM** had both a strong response to the scope of work and a thorough response to the follow-up questions.

CMAP staff is seeking Board approval to enter into a one-year agreement with AECOM Technical Services, Inc. for the for the not-to-exceed cost of \$359,855.00. Support for this project will be provided by FY23 and FY24 UWP funds.

**ACTION REQUESTED:** Approval