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TOWN COUNCIL AGENDA COMMUNICATIONS

AGENDA DATE: April 1, 2024

SUBJECT: Stormwater Master Plan Contract Award

ACTION PROPOSED: Consider Awarding The Contract To Matrix Design Group Inc. For Consulting Services To Develop A Comprehensive Stormwater Master Plan

ATTACHMENTS:

1. Professional Services Agreement
2. Request for Qualifications Responses
3. Fee Proposals

PRESENTED BY: Jason Elkins, Public Works Director

AGENDA ITEM DESCRIPTION:

The current Johnstown Stormwater Master Plan, which was adopted in 2001, has become outdated due to the growth in Johnstown's population and area. In 2023, Johnstown received a Hazard Mitigation Grant from the Colorado Department of Public Safety, amounting to \$458,060.00, with a local match requirement of \$50,340.00, resulting in a total project budget of \$508,400.00. Town Council formally approved the grant on November 6, 2023, through Resolution 2023-47, and authorized Staff to move forward with developing a new stormwater master plan.

Public Works Department (PWD) Staff, in consultation with IMEG Corp. (Consultant), initiated a Request for Qualifications (RFQ) for consulting services to develop a comprehensive stormwater master plan for the Town. This RFQ was publicly advertised and on February 16, 2024, Staff received five responses from highly qualified applicants. Below is the ranking summary chart and proposed fee of all five responses.

The Community that Cares

Town of Johnstown Stormwater Master Plan RFQ Ranking Summary				
Name of Offeror	Ranking Scores			TOTAL Score
	Ranker ONE	Ranker TWO	Ranker THREE	
Anderson Consulting	50	69	62	181
Benesch	59	64	89	212
Freese and Nichols	64	79	64	207
ICON	81	86	94	261
Matrix	86	92	91	269

SELECTED FIRM: **Matrix**

BID TABULATION	
Name of Offeror	Total FEE Proposed
Anderson Consulting	\$349,026
Benesch	\$475,328
Freese and Nichols	\$693,714
ICON	\$446,653
Matrix	\$479,140

After a thorough evaluation, both PWD Staff and the Consultant unanimously agreed that Matrix Design Group Inc. is the most suitable firm to develop the Town’s new stormwater master plan. With their expertise in stormwater management and community-focused planning, Matrix Design Group Inc. is poised to deliver a product that will significantly contribute to Johnstown’s resiliency and sustainability.

Matrix Design Group Inc. has proposed a fee of \$479,140.00, which falls under the allocated budget. Given their qualifications and the favorable budget proposal, Staff recommends awarding the contract to Matrix Design Group Inc. as presented.

STRATEGIC PLAN ALIGNMENT:

Quality Infrastructure & Facilities

- *Establish and maintain levels of service*
- *Ensure future viability of infrastructure and facilities*
- *Repair and maintain existing infrastructure, facilities and equipment*

LEGAL ADVICE:

The Town Attorney administered drafting of the Professional Services Agreement.

FINANCIAL ADVICE:

The contract amount of \$479,140.00 is under the budgeted amount of \$508,400 which was identified in the Stormwater Fund in the 2024 Adopted Budget.

RECOMMENDED ACTION: Staff supports awarding the contract to Matrix Design Group Inc.

SUGGESTED MOTIONS:

For Approval: I Move To Approve Awarding The Contract To Matrix Design Group Inc. For Consulting Services To Develop A New Comprehensive Stormwater Master Plan As Presented.

For Denial: I Move To Deny Awarding The Contract As Presented.

Reviewed and Approved for Presentation,



Town Manager