



## Legislation Details (With Text)

**File #:** 22-1556      **Version:** 1      **Name:** 10/17/22 -As Needed Transportation Engineering Services  
**Type:** Resolution      **Status:** Passed  
**File created:** 10/17/2022      **In control:** City Council  
**On agenda:** 10/17/2022      **Final action:** 10/17/2022  
**Enactment date:** 10/17/2022      **Enactment #:** R-22-334

**Title:** Resolution to Approve Professional Services Agreements with Hubbell, Roth and Clark, Inc., AECOM Great Lakes, Inc. and WSP Michigan Inc. for As-needed Transportation Engineering Services (Estimated \$450,000.00 Annually)

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. 2022 aecom psa.pdf, 2. 2022 hrc psa.pdf, 3. 2022 wsp psa.pdf

Date	Ver.	Action By	Action	Result
10/17/2022	1	City Council	Approved	Pass

Resolution to Approve Professional Services Agreements with Hubbell, Roth and Clark, Inc., AECOM Great Lakes, Inc. and WSP Michigan Inc. for As-needed Transportation Engineering Services (Estimated \$450,000.00 Annually)

Attached for your review and consideration is a resolution approving Professional Services Agreements with Hubbell, Roth and Clark, Inc. (HRC), AECOM Great Lakes, Inc. (AECOM) and WSP Michigan Inc. (WSP) for as-needed transportation engineering services.

The Engineering Unit is responsible for planning and delivery of transportation capital improvement projects, specialized studies, and technical data collection. These projects and services include multimodal transportation system planning; development and implementation of transportation capital improvement projects; participation in civil design; private development site plan review and construction plan review; coordination of projects by the state and other public agencies or institutions; and management of construction traffic impact.

The volume of projects in the City's Capital Improvement Plan and the Moving Together Towards Vision Zero Comprehensive Transportation Plan exceed the capacity of the Transportation staff, both at the present and into the near future. The proposed professional services agreements are intended to supplement and support the existing Transportation staff by providing engineering and support services necessary to fully plan, design, and execute capital improvement projects for the City of Ann Arbor.

On August 5, 2022, the City received proposals in response to Request for Proposal (RFP) No. 22-60 from eight professional engineering firms. The RFP required each consultant to submit a statement of qualifications, work plan, fee schedule, and resumes of personnel that it proposed were qualified and available to work on City projects. A selection committee comprised of Transportation staff reviewed the proposals and determined which firms were most qualified to perform the required services. The firms were evaluated and scored on several criteria:

- Professional Qualifications (30%)
- Past Involvement with Similar Projects (15%)
- Proposed Work Plan (20%)
- Fee Proposal (35%)

After reviewing and scoring the proposals, staff ranked the responding firms in the following order:

1. Hubbell, Roth & Clark, Inc.
2. (tie) AECOM Great Lakes, Inc.
2. (tie) WSP Michigan, Inc.
4. Spalding DeDecker
5. Fishbeck
6. Anderson, Eckstein, & Westrick, Inc.
7. Bergmann Associates, Architects, Engineers, Landscape Architects & Surveyors D.P.C
8. DLZ Michigan, Inc.

Based on the proposals and fee schedules submitted, the selection committee decided to recommend award contracts to the top three firms. Utilizing three firms allows for operational flexibility, the ability to spread work among the firms based on workload and staffing availability and provides options for taking advantage of the different skill sets of the three firms.

Because of the projects to which these firms will be assigned are longer term projects that occur over the span of two to three years, and in order to maximize the effectiveness and investment in these firms and their project managers, these agreements are anticipated to extended for four years. During that time, no specific volume of work is guaranteed to any firm, and the City will assign projects to them on an as-needed basis. Continuation of the contract for the full four years will be subject to the availability of funding.

Since the number and types of projects assigned to these firms will vary from year to year, the attached Professional Services Agreements do not indicate specific amounts for the contracts, rather sets the terms and rates that the City will be charged for the services provided. For each project assigned to it, the firm will be required to submit a proposal and budget in advance, which will become the basis of a separate service agreement (a “work statement”) for each project. The attached Resolution authorizes the City Administrator to enter into these individual work statements for the duration of the agreements. Staff estimates that the total annual amount of work to be assigned to these three firms to be approximately \$450,000.00 annually, on average.

All three firms are in compliance with the requirements of the City’s Non-Discrimination and Living Wage ordinances.

Budget/Fiscal Impact: The services provided through these professional services agreements will be paid for within approved project budgets and annual operating budgets, if so approved by City Council. Costs for work on private development projects are recouped through fees charged to developers.

Prepared by: Raymond Hess, Transportation Manager  
Luke Liu, Transportation Engineer

Reviewed by: Brian Steglitz, Interim Public Services Administrator

Approved by: Milton Dohoney Jr., City Administrator

Whereas, The volume of projects in the City’s Capital Improvement Plan and Comprehensive Transportation Plan exceed the capacity of the Transportation staff;

Whereas, The proposed professional services agreements are intended to supplement the Transportation staff by providing the necessary engineering and support services to fully plan, design and execute capital improvement projects for the City of Ann Arbor;

Whereas, In response to RFP No. 22-60 for As-needed Transportation Engineering Services, the City received eight proposals; and selected HRC, AECOM and WSP based on their professional qualifications, past experience, work plan, and fee quotations;

Whereas, The services will be paid for within approved project budgets and annual operating budgets, if so approved by City Council, and costs for work on private development projects will be recouped through fees charged to developers; and

Whereas, The firms are in compliance with the requirements of the City's Non-Discrimination and Living Wage ordinances.

RESOLVED, That City Council approve the Professional Services Agreement with Hubbell, Roth and Clark, Inc. for As-needed Transportation Engineering Services;

RESOLVED, That City Council approve the Professional Services Agreement with AECOM Great Lakes, Inc. for As-needed Transportation Engineering Services;

RESOLVED, That City Council approve the Professional Services Agreement with WSP Michigan, Inc. for As-needed Transportation Engineering Services;

RESOLVED, That the City Administrator be authorized to approve individual work statement agreements for the duration of these contracts;

RESOLVED, That the Mayor and City Clerk be authorized and directed to execute said agreements after approval as to form by the City Attorney and approval as to substance by the City Administrator; and

RESOLVED, That the City Administrator be authorized to take the necessary administrative actions to implement this resolution.