



## Legislation Text

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**File #:** 18-2193, **Version:** 1

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Resolution to Approve a Professional Services Agreement with Wolverine Engineers and Surveyors, Incorporated for Construction Inspection Services for the Riverview Drive/Dover Place Sanitary Sewer and Water Main Extension Project (\$112,000.00)

Attached for your review and approval, please find a resolution to approve a Professional Services Agreement (PSA) with Wolverine Engineers and Surveyors, Incorporated (Wolverine) in the amount of \$112,000.00 for construction inspection services for the subject project.

Engineering Unit staff have reviewed the scheduled capital improvement projects for 2019 in comparison to existing construction inspection staffing, and have determined that using outside forces to perform the inspection on several projects, including this one, is necessary. While an outside firm will be used for the construction inspection, Engineering staff will manage the project, respond to Contractor inquiries, interact with the public, and provide all needed engineering tasks associated with the project.

Anticipating this need for additional resources for construction inspection, in January of this 2018 the City received proposals in response to Request for Proposal (RFP) No. 17-19 from seven engineering firms for the purposes of issuing PSAs for supplemental construction inspection services for the 2018 and 2019 construction seasons. The RFP required each consultant to submit a statement of qualifications, fee schedule, and resumes of personnel that it proposed were qualified and available to work on City projects. A selection committee comprised of Engineering staff reviewed the proposals and determined which firms were most qualified to perform the needed services. The firms were evaluated and scored on several criteria:

- Professional Qualifications (30%)
- Past Involvement with Similar Work (25%)
- Proposed Work Plan (25%)
- Fee Proposal (20%)

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

1. Wolverine Engineers & Surveyors
2. Spalding DeDecker
3. Stantec Consulting
4. ROWE Professional Services Co.
5. DLZ Michigan
6. Alfred Benesch & Co.
7. Tyme Consulting Engineers

Based upon the review of the proposals, Engineering staff determined that Wolverine was the firm best suited to work on this project. Engineering staff has negotiated the scope of work and associated fee for this project and that is reflected in the PSA that is recommended for Council approval. Wolverine Engineering and Surveyors, Inc. has submitted all required Non-Discrimination, Living Wage, and Conflict of Interest Disclosure forms and complies with the requirements of the City's Non-Discrimination and Living Wage ordinances. The form of contract will be the standard professional services agreement drafted by the City Attorney.

Funding for this work is available within the existing project budget. The breakdown of revenues to cover the cost of the work (including contingency) is as follows:

Water Capital Budget	\$74,000.00
Sanitary Capital Budget	<u>\$49,200.00</u>
Total	\$123,200.00

Prepared by: Nicholas S. Hutchinson, P.E., City Engineer

Reviewed by: Craig Hupy, Public Services Area Administrator

Approved by: Howard S. Lazarus, City Administrator

Whereas, It is necessary to retain the services of a professional engineering firm to provide the needed construction inspection services for the Riverview Drive/Dover Place Sanitary Sewer and Water Main Extension Project;

Whereas, The firm of Wolverine Engineers and Surveyors, Incorporated, of Mason, Michigan has submitted to the City a proposal for the necessary services, setting forth the services to be performed by said firm, and the payments to be made by the City therefor, all of which are agreeable to the City; and

Whereas, Wolverine Engineers and Surveyors, Incorporated has submitted all required Non-Discrimination, Living Wage, and Conflict of Interest Disclosure forms and complies with the requirements of the City's Non-Discrimination and Living Wage ordinances.

RESOLVED, That a professional services agreement with Wolverine Engineers and Surveyors, Incorporated in the amount of \$112,000.00 be approved for construction inspection services for the Riverview Drive/Dover Place Sanitary Sewer and Water Main Extension Project;

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

RESOLVED, That the City Administrator be authorized to approve amendments to the Wolverine Engineers and Surveyors, Incorporated professional services agreement up to \$11,200 in order to satisfactorily complete the project; and

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