



Legislation Details (With Text)

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Title: Resolution to Approve a Professional Services Agreement with Hubbell, Roth & Clark, Inc. to complete a Citywide Drainage Analysis for Gravel Roads, RFP No. 23-40 (\$1,000,000.00)

Sponsors:

Indexes:

Code sections:

Attachments: 1. FEES_HRC.pdf, 2. HRC_Ann_Arbor_Gravel_Roads_WORKPLAN.pdf

Date	Ver.	Action By	Action	Result
11/6/2023	1	City Council	Approved	Pass

Resolution to Approve a Professional Services Agreement with Hubbell, Roth & Clark, Inc. to complete a Citywide Drainage Analysis for Gravel Roads, RFP No. 23-40 (\$1,000,000.00)
Your approval is requested for a Professional Services Agreement with Hubbell, Roth & Clark, Inc. (HRC) in the amount of \$1,000,000.00 for professional engineering services to complete a Citywide Drainage Analysis for Gravel Roads.

Over the past several years, city staff has received numerous complaints regarding drainage issues on gravel roads within the city of Ann Arbor. In many instances, these gravel roads were constructed prior to being annexed into the city and may not adhere to current city design standards. Over the years there have been numerous spot location attempts to address individual drainage complaints, but none that addressed stormwater management in a holistic and comprehensive manner.

The following table and map highlight specific areas that have been identified as regional and sub watershed areas to address for drainage analysis and recommendations to address drainage concerns and issues. It is anticipated that this project will be funded over 4 years, with each year focusing on an identified area.

Year	Area	Linear feet of gravel roads	Percentage of city-maintained gravel roads
2	Kimberly	7921	12%
2	Swift Run Area	9068	13%
3	North Geddes	5119	8%
3	South Geddes Area	3614	5%
1	Valley/Evergreen Sub	17624	26%
n/a	Elmwood (Geddes Farms)	1096	2%

2	Alexandra	1058	2%
4	Chalmers	1178	2%
3	Westover/Park Lake area	2906	4%
4	Other areas	18003	27%
		67587	100%

Through RFP No. 23-40, the Public Services Area solicited proposals for professional engineering services to complete a Citywide Drainage Analysis for Gravel Roads. Public Services Area staff evaluated proposals submitted by two professional engineering firms using a quality-based selection process that is used by many municipalities, including the City, for procurement of professional engineering services. Each of the proposals was evaluated based on the following selection criteria listed in RFP No. 23-40:

Professional Qualifications	20 Points
Past Involvement with Similar Projects	30 Points
Proposed Work Plan	30 Points
Fee Proposal	20 Points

Both firms were selected to be interviewed and their fee proposals were opened after the interviews. The ranking of the firms following interviews with Public Services staff was:

HRC	\$1,000,000.00
TetraTech	\$1,169,897.00

HRC’s proposed public engagement plan, experience with drainage analysis in other municipalities in Michigan with a similar situation and their cost-effective work plan to perform the services described in RFP No. 23-40 were significant factors considered in their selection. Public Services Area staff reviewed HRC’s detailed proposed scope of services, schedule and fees and determined that they are reasonable.

Public Services Area staff is requesting your approval of a contract with HRC in the amount of \$1,000,000.00.

HRC complies with the requirements of the City’s Non-Discrimination and Living Wage ordinances.

Budget/Fiscal Impact: Funds to finance the work to be performed under this contract are included in the approved FY24 General Fund Budget and will be included in future budgets if so, approved by Council.

Prepared by: Jennifer Lawson, Water Quality Manager
 Reviewed by: Brian Steglitz, Public Services Area Administrator
 Approved by: Milton Dohoney Jr., City Administrator

Whereas, City staff has received numerous complaints regarding drainage issues on gravel roads within the city of Ann Arbor;

Whereas, Over the years there have been numerous spot location attempts to address individual drainage complaints, but none that addressed stormwater management in a holistic and comprehensive manner;

Whereas, Through RFP No. 23-40, Public Services Area staff solicited proposals for professional engineering services to evaluate existing drainage conditions and develop actionable solutions for improving drainage on the city's gravel roads and received proposals from two firms;

Whereas, Public Services Area staff determined that Hubbell, Roth & Clark, Inc. (HRC) is the best qualified firm to provide the requested professional engineering services and HRC's proposed fee of \$1,000,000.00 is reasonable to perform this work;

Whereas, HRC complies with the requirements of the City's Non-Discrimination and Living Wage ordinances; and

Whereas, Sufficient funds for the work are included in the approved FY24 General Fund budget and future funding for the latter phases of the project will be funded by General Fund, if approved by City Council;

RESOLVED, That Council approve a Professional Services Agreement with Hubbell, Roth & Clark, Inc. in the amount of \$1,000,000.00 to provide professional engineering services to complete a Citywide Drainage Analysis for Gravel Roads as requested in RFP No. 23-40;

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

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