



Legislation Details (With Text)

File #: 24-0796 **Version:** 2 **Name:** 6/3/24 - Resolution to Approve a Professional Services Agreement with Fishbeck, Stantec Consulting Michigan Inc., and Jacobs Consultants Inc.

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Title: Resolution to Approve Professional Services Agreements with Fishbeck, Thompson, Carr & Huber, Inc. for \$500,000.00, Stantec Consulting Michigan Inc. for \$500,000.00, and Jacobs Consultants Inc. for \$500,000.00 for Water Treatment Professional Engineering Services (RFP #24-02)

Sponsors:

Indexes:

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Attachments: 1. FISHBECK THOMPSON CARR & HUBER INC - Professional Services Agreement (PSA).pdf, 2. STANTEC CONSULTING MICHIGAN INC - Professional Services Agreement (PSA).pdf, 3. JACOBS CONSULTANTS INC - Professional Services Agreement (PSA).pdf, 4. RFP_24-02_ProposalTab.pdf, 5. Fee_Comparison_20240226.pdf, 6. Executed Agreement Jacobs Consultants Inc

| Date | Ver. | Action By | Action | Result |
|----------|------|--------------|----------|--------|
| 6/3/2024 | 2 | City Council | Approved | Pass |

Resolution to Approve Professional Services Agreements with Fishbeck, Thompson, Carr & Huber, Inc. for \$500,000.00, Stantec Consulting Michigan Inc. for \$500,000.00, and Jacobs Consultants Inc. for \$500,000.00 for Water Treatment Professional Engineering Services (RFP #24-02)

This memorandum and resolution requests approval of Professional Services Agreements for Professional Engineering Services with Fishbeck, Thompson, Carr & Huber, Inc. (“Fishbeck”) for \$500,000.00, Stantec Consulting Michigan Inc. (Stantec) for \$500,000.00, and Jacobs Consultants Inc. (Jacobs) for \$500,000.00 for Fiscal Years FY25 through FY27 to be performed on an as-needed basis, with the option to extend the services for two (2) one-year periods.

The Water Treatment Services Unit (WTSU) is responsible for planning, budgeting, executing and managing design and construction on a wide array of capital improvement, operation and maintenance projects at the WTSU facilities. These facilities include the Water Treatment Plant, water storage and pumping facilities, as well as two recreational dams and 2 hydroelectric dams.

In January 2024, the City issued Request for Proposals (RFP) No. 24-02 for professional engineering services to supplement and support the WTSU with its significant workload and demands. The three engineering contracts will be used when additional support is needed to maintain the aggressive schedules and heavy workload associated with capital, operation, and maintenance projects, as well as to provide on-site and on-call engineering assistance for the Water System, dams, and hydroelectric facilities. Each of the contracts shall be structured with not-to-exceed limits of \$500,000.00 with no minimum required expenditures. Making use of these firms on an ongoing basis will permit the WTSU to more effectively utilize the existing workforce, while continuing to deliver quality and cost-effective engineering services to maintain the City’s

water supply.

On February 20, 2024, the City received seven (7) proposals for this work. The RFP required each consultant to submit a statement of qualifications, work plan, fee schedule, and resumes of personnel that they proposed were qualified and available to work on WTSU projects. The WTSU Manager, Assistant Manager, and Senior Utilities Engineer reviewed the proposals and determined which firms were most qualified to perform the required services. The firms were evaluated and scored on the following criteria:

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

After evaluation of the proposals and fee schedules, it was unanimously decided that Fishbeck, Stantec, and Jacobs provided the three best proposals and project teams at the most competitive price. It is therefore recommended that City Council approve the professional services agreement with Fishbeck, Stantec, and Jacobs to provide Professional Engineering Services for FY25, FY26, and FY27, with the option for two (2) one-year extensions.

All three firms comply with the requirements of the City's Non-Discrimination and Living Wage ordinances.

Budget/Fiscal Impact: These services are to be funded from the approved FY25 Water Supply System Fund, Park Maintenance and Capital Improvement Millage Fund, and the General Fund, Operations and Maintenance and Capital Budgets for which services are rendered. Funding for services rendered in future fiscal years will be included in those budgets if so, approved by Council.

Prepared by: Glen Wiczorek, P.E., WTSU Senior Utilities Engineer

Reviewed by: Molly Maciejewski, WTSU Manager
Sue F. McCormick, Interim Public Services Administrator

Approved by: Milton Dohoney Jr., City Administrator

Whereas, Professional engineering support is required to maintain the aggressive capital improvement project schedule for FY25, FY26, and FY27 for the Water Treatment Services Unit;

Whereas, The City issued a Request for Proposal (RFP) No. 24-02 for Water Treatment Plant Professional Engineering Services for the Water Treatment Services Unit for capital, operation, and maintenance project support, as well as on-site engineering assistance for the Water System, dams, and hydroelectric generating stations;

Whereas, Of the seven proposals received, the City selected Fishbeck, Stantec, and Jacobs based on their professional qualifications, past experience, work plan and fee proposals;

Whereas, The Water Treatment Services Unit Professional Engineering Services will be funded from the appropriate capital and operating budgets, if so approved; and

Whereas, Fishbeck, Stantec and Jacobs comply with the requirements of the City's Non-Discrimination and Living Wage ordinances;

RESOLVED, That City Council approves a Professional Services Agreement with Fishbeck,

Thompson, Carr & Huber, Inc. in the amount of \$500,000.00 for Water Treatment Professional Engineering Services (RFP #24-02);

RESOLVED, That City Council approves a Professional Services Agreement with Stantec Consulting Michigan, Inc. in the amount of \$500,000.00 for Water Treatment Professional Engineering Services (RFP #24-02);

RESOLVED, That City Council approves a Professional Services Agreement with Jacobs Consultants Inc. in the amount of \$500,000.00 for Water Treatment Professional Engineering Services (RFP #24-02);

RESOLVED, That the Mayor and City Clerk be authorized and directed to execute said agreements 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 the necessary administrative actions to implement this resolution, including extensions and work statements.