



Legislation Text

File #: 15-0815, **Version:** 1

Resolution to Approve a Two-Year Professional Services Agreement (PSA) for Engineering Services with Tetra Tech of Michigan, PC for an amount not to exceed \$100,000.00 per year (RFP #928) Attached for your review and consideration for approval is a resolution authorizing a two-year Professional Services Agreement with Tetra Tech of Michigan, PC (Tetra Tech) for \$100,000.00 per year for General Engineering and Consulting Services.

In April 2015, the City issued a request for proposals for General Engineering and Consulting Services to support the City's Field Operations Unit. Proposals from nine consultants were received, and the City has elected to award contracts to three consultants for these services. Tetra Tech, Fishbeck, Thompson, Carr & Huber and OHM Advisors were selected based on their professional qualifications, past experience and fee quotations. Field Operations will assign tasks to one of the three consultants depending on qualifications and availability of staff for that task.

Total expenditures per fiscal year are not to exceed \$100,000.00. The contract shall include the option to approve an extension for up to an additional two-year period if deemed in the best interest of the City and if funding is available. If extended, the contract rates are subject to an escalation not to exceed 3%.

Budget Impact:

Funding is available in the approved FY 16 Public Services Operation and Maintenance and Capital budgets and will be available in subsequent budgets if approved by Council and will be allocated based on scope of the project.

Tetra Tech complies with the City's Non-Discrimination and Living Wage Ordinances.

Prepared by: Chris Elenbaas, P.E., Field Operations

Reviewed by: Craig Hupy, Public Services Area Administrator

Approved by: Steven D. Powers, City Administrator

Whereas, The City issued a Request for Proposals, RFP #928, to identify firms to provide engineering and consulting services to the Field Operations Services Unit;

Whereas, Nine firms submitted proposals in response to RFP #928;

Whereas, Staff selected Tetra Tech of Michigan, PC., Fishbeck, Thompson, Carr & Huber, Inc., and OHM Advisors as most qualified to perform the work identified in RFP #928;

Whereas, Funding is available in the approved FY 16 Public Services Operation and Maintenance and Capital budgets and will be available in subsequent budgets if approved by Council and will be allocated based on scope of the project;

Whereas, Award of contracts for engineering services on an on-call basis will allow the City to

expedite design, engineering and construction on unexpected projects in the Field Operations Services Unit; and

Whereas, Tetra Tech of Michigan, PC complies with the City's non-discrimination and Living Wage Ordinances;

RESOLVED, That Council approve a two year contract with Tetra Tech of Michigan, PC for an amount not to exceed \$100,000.00 per fiscal year for General Engineering and Consulting Services;

RESOLVED, That the Mayor and City Clerk be authorized and directed to execute said contract 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 renew the contracts for up to two additional years provided both parties agree to an extension, subject to an escalation of the contract rates in the first year of the extension, not to exceed 3%, and subject to the availability of funding; and

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