



## Legislation Text

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**File #:** 19-0635, **Version:** 1

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Resolution to Authorize Professional Services Agreements with Tetra Tech of Michigan, PC for up to \$500,000.00 Hubbell, Roth, & Clark, Inc. for up to \$500,000.00 and OHM Advisors for up to \$300,000.00, all for General Civil Engineering Services (RFP #19-05)

Attached for your approval is a resolution authorizing 2-year professional services agreements with Tetra Tech of Michigan, PC (Tetra Tech) for up to \$500,000.00, Hubbell, Roth, & Clark, Inc.(HRC) for up to \$500,000.00, and OHM Advisors (OHM) for up to \$300,000.00 for as-needed, general civil engineering services for the Public Works and Systems Planning Units.

These units perform an array of services including design and management of capital improvement projects, asset management, utility modeling, utility emergency response and general engineering design. At times the demand for engineering services exceeds City capacity. The proposed agreements will supplement and support these units' staff as needed.

In January, 2019, the City published an appropriate RFP (#19-05) and received proposals from 12 consultants. Staff selected Tetra Tech, HRC and OHM based on their qualifications, experience, work plans, and fee quotations. Securing multiple firms for as-needed services enables the City to select the most qualified firm for each task.

The three selected consultants provided the required Living Wage and Non-Discrimination Compliance Forms with their proposals.

**Budget Impact:** The services provided by these professional service agreements will be paid for within the approved FY19 Operating Budgets and approved Capital Budgets, for which services are rendered, and will be available in subsequent annual Operating Budgets and Capital Budgets if approved by City Council.

Prepared by: Chris Elenbaas, P.E., Public Works Engineer  
Reviewed by: Molly Maciejewski, Public Works Unit Manager  
Reviewed by: Craig Hupy, Public Services Area Administrator  
Approved by: Howard S. Lazarus, City Administrator

Whereas, The City of Ann Arbor Public Works and Systems Planning Units perform services including design and management of capital improvement projects, asset management, utility modeling, utility emergency response, and general engineering design;

Whereas, Demand for these units' engineering services fluctuates and may exceed staffing resources, in which case additional engineering and project management support are needed;

Whereas, In response to RFP #19-05, the City received twelve proposals and selected Tetra Tech of Michigan, PC, Hubbell, Roth, & Clark, Inc., and OHM Advisors based on their qualifications, experience, work plans, and fee quotations;

Whereas, These services will be funded from approved capital budgets and annual operating

budgets, if approved by City Council; and

Whereas, These firms comply with the City's Living Wage and Non-Discrimination Ordinances;

RESOLVED, That the City Council approve a professional services agreement with Tetra Tech of Michigan, PC in the amount of up to \$500,000.00 for general engineering services;

RESOLVED, That the City Council approve the Professional Services Agreement with Hubbell, Roth, & Clark, Inc. in the amount of up to \$500,000.00 for general engineering services;

RESOLVED, That the City Council approve the Professional Services Agreement with OHM Advisors in the amount of up to \$300,000.00 for general engineering services;

RESOLVED, That the City Administrator be authorized to renew the contract with a fee escalation, in the City Administrator's discretion, of no more than 3%, for up to two additional years, subject to the availability of funding;

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.