



Legislation Text

File #: 24-0950, **Version:** 2

Resolution to Increase Purchasing Authority on the Professional Services Agreement with Hubbell, Roth & Clark, Inc. for General Civil Engineering and Surveying Services from \$500,000.00 to \$615,000.00

This memorandum and resolution requests approval for an increase in purchasing authority on the Professional Services Agreement with Hubbell, Roth & Clark, Inc. (HRC) for General Civil Engineering and Surveying Services in the amount of \$115,000.00.

City Council approved a professional services agreement for \$500,000.00 with HRC on April 4, 2022 as part of Resolution No. R-22-086. Under the current contract, HRC has provided engineering services for a variety of projects. They have demonstrated themselves to be experienced in a wide range of disciplines, responsive, and cost effective in meeting the diverse needs on complex engineering tasks.

HRC designed the 2024 Miscellaneous Utilities Project and City staff has requested that they also provide construction staking for the project. To complete this work, additional contract authorization is required.

HRC complies with the requirements of the City's Conflict of Interest, Non-Discrimination and Living Wage ordinances.

Budget/Fiscal Impact: Funding for these services is available within the approved 2024 Miscellaneous Utilities project budget.

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

Reviewed by: Sue F. McCormick, Interim Public Services Area Administrator

Approved by: Milton Dohoney Jr., City Administrator

Whereas, Council approved a professional services agreement for \$500,000.00 with Hubbell, Roth & Clark, Inc. (HRC) in April 2022 as part of Resolution No. R-22-086;

Whereas, HRC has demonstrated the required experience, professional qualifications, and competitive fee schedule for the required services, and has performed well to date under the existing contract;

Whereas, HRC designed the 2024 Miscellaneous Utilities Project and is providing construction staking for the project;

Whereas, Staff is seeking to amend the Professional Services Agreement with HRC for General Civil Engineering and Surveying Services because the contract balance is projected to be exhausted prior to the completion of the requested tasks;

Whereas, The cost of this amendment will be paid for within the approved project budget; and

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

RESOLVED, That City Council approves an increase in purchasing authority on the Professional Services Agreement with Hubbell, Roth & Clark, Inc. for General Civil Engineering and Surveying Services from \$500,000.00 to \$615,000.00; and

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