



Legislation Text

File #: 13-1265, **Version:** 1

Resolution to Approve a Professional Services Agreement with Tetra Tech of Michigan, PC for Technical Engineering Services (\$250,000.00)

This memorandum and resolution requests approval of a professional services agreement for technical engineering services with Tetra Tech of Michigan, PC for a total of up to \$250,000.00 through FY16.

In June 2013, the City issued a request for proposals to award up to two contracts through FY16 for technical engineering services to support the Water Treatment Services Unit with capital, operation, and maintenance project support for the Water System, dams, and hydroelectric generating stations. At the discretion of the Water Treatment Services Unit, tasks would be assigned to one of the two consultants depending on qualifications and availability of staff. The City may also request letter proposals from both consultants prior to assigning work. The contracts shall be structured with not-to-exceed limits of \$250,000.00, with no minimum required expenditures.

The City received seven proposals for this work. After evaluation of the proposals, it was decided that Tetra Tech of Michigan, PC provided one of the two project teams and proposals at the most competitive price. It is therefore, recommended that City Council approve the professional services agreement with Tetra Tech of Michigan, PC to provide Technical Engineering Services for FY14, FY15 and FY16.

Tetra Tech of Michigan, PC received Human Rights approval on June 10, 2013, and complies with the living wage ordinance.

These engineering services are to be funded from the approved FY14 Water Supply System Operation and Maintenance budget, Parks Maintenance and Capital Improvement Millage, the General Fund, Hydroelectric operating budgets, and the approved FY14 capital budgets, for which services are rendered. Tasks will be assigned on as-needed basis to the appropriate fund. Engineering services for FY15 and FY16 will be funded from the operating and capital budgets for these fiscal years if so approved by Council.

Prepared by: Brian Steglitz, P.E., Sr. Utilities Engineer, WTP

Reviewed by: Craig Hupy, Public Services Area Administrator

Approved by: Steven D. Powers, City Administrator

Whereas, The City issued a Request for Proposal for Technical Engineering Services for the Water Treatment Services Unit for projects at the Water Treatment and associated facilities, dams, and hydroelectric generating stations;

Whereas, Of the seven proposals received, Tetra Tech of Michigan, PC was selected as one of two consultants with the most qualified staff at the most competitive price;

Whereas, Technical engineering support is required to maintain the aggressive capital improvement project schedule for FY14, FY15, and FY16 for the Water Treatment Services Unit;

Whereas, The Technical Engineering Services will be funded from the approved FY14 Water Supply System Operations and Maintenance budgets, Parks Maintenance and Capital Improvement Millage, the General Fund, Hydroelectric operating budgets, and the approved FY14 capital budgets;

Whereas, That engineering services for FY15 and FY16 will be funded from the appropriate operating and capital budgets if so approved by Council; and

Whereas, Tetra Tech of Michigan, PC has received Human Rights approval on June 10, 2013, and complies with the Living Wage Ordinance;

RESOLVED, That Council accept the proposal and awards a Professional Services Agreement to Tetra Tech of Michigan, PC in the amount not to exceed \$250,000.00;

RESOLVED, That the Mayor and City Clerk be authorized and directed to execute the contract for services after approval as to substance by the City Administrator and approval as to form by the City Attorney;

RESOLVED, That the City make the following declaration for the purposes of complying with the reimbursement rules of Treasury Regulations 1.150-2 pursuant to the internal Revenue Code of 1986, as amended, that the City reasonably expect to reimburse itself for expenditures for the costs of the Project with proceeds of Bonds; and

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