



## Legislation Details (With Text)

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**File created:** 8/19/2019      **In control:** City Council  
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**Title:** Resolution to Approve Amendment No. 2 to the Professional Services Agreement with Hubbell, Roth & Clark, Inc. for General Civil Engineering and Surveying Services (\$110,000.00)

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. HRC Amendment 2.pdf, 2. Executed Contract.pdf

Date	Ver.	Action By	Action	Result
8/19/2019	1	City Council	Approved	Pass

Resolution to Approve Amendment No. 2 to the Professional Services Agreement with Hubbell, Roth & Clark, Inc. for General Civil Engineering and Surveying Services (\$110,000.00)

Attached for your review and approval is a resolution to authorize Amendment No. 2 to the Professional Services Agreement with Hubbell, Roth & Clark, Inc. (HRC) for General Civil Engineering and Surveying Services.

The City of Ann Arbor Engineering Unit provides a wide array of services including design and management of capital improvement projects; private development construction plan review; private development utility and road construction inspection; traffic engineering; civil engineering design; construction inspection; drafting; and surveying.

Many of the activities provided or managed by Engineering are directly impacted by the intensity of construction activities, the condition of the City's infrastructure, private development in the area, and many other variables. These factors often contribute to short and long term fluctuations in demand for the unit's services citywide. The variety of projects managed by Engineering also occasionally creates the need for engineering expertise that is not always available within the existing Engineering staff.

The professional services agreement with HRC was intended to supplement and support the existing City staff during high demand periods for engineering and surveying services. Making use of this and other as-needed contracts has permitted Engineering to more effectively utilize the existing work force, while continuing to deliver quality and cost effective engineering, surveying, and project management services.

On March 29, 2017, City Council approved the original agreement with HRC, as well as several other firms, to perform as-needed civil engineering and surveying services. Under that contract, HRC has provided engineering support for several projects, which include the engineering design of the Dhu Varren Sidewalk Gap Project; the crosswalk on Fuller Road at Huron High School; the Jackson

Avenue Safety Project; and the review of Traffic Impact Studies for various development projects.

Due to a large number of construction projects in 2019 and limited staffing resources for construction inspection, City staff plans to utilize HRC to provide construction inspection services for the Dhu Varren and Jackson Avenue projects. Additional engineering services will also be needed for the review of Traffic Impact Studies and other internal transportation engineering support through the end of this year.

The contracts approved for these as-needed services in March of 2017 are at this time mostly expended. Engineering staff plans to issue a new Request for Proposal (RFP) for these services this Fall. In the meantime, the attached amendment to the contract with HRC provides sufficient resources to complete the projects referenced above as scheduled.

HRC is in compliance with the requirements of the City's Non-Discrimination and Living Wage ordinances.

Budget/Fiscal Impact: The services provided by HRC through this contract will be paid for within approved project budgets for capital projects; and costs related to the review of private development projects are recouped through fees charged to developers.

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

Reviewed by: Craig Hupy, Public Services Area Administrator

Approved by: Howard S. Lazarus, City Administrator

Whereas, The City of Ann Arbor Engineering Unit provides services including design and management of capital improvement projects; private development construction plan review; private development utility and road construction inspection; traffic engineering; civil engineering design; construction inspection; drafting; and surveying;

Whereas, The demand for these services fluctuates with time and often creates periods of peak demand for services beyond the current staffing resources;

Whereas, During periods of peak demand for civil engineering, surveying, and project management services, Engineering resources are supplemented with additional resources provided by private professional engineering firms;

Whereas, Council approved an agreement with Hubbell, Roth & Clark, Inc. for said services on March 29, 2017;

Whereas, An additional \$110,000.00 is required on the existing contract to fully complete the work assigned to HRC by City staff until a new RFP can be issued later this year;

Whereas, The engineering and surveying services will be will be paid for within approved capital project budgets; and costs related to the review of private development projects will be recouped through fees charged to developers; and

Whereas, Hubbell, Roth & Clark, Inc. is in compliance with the requirements of the City's Non-Discrimination and Living Wage Ordinance;

RESOLVED, That Amendment No. 2 to the Professional Services Agreement with Hubbell, Roth & Clark, Inc. in the amount of \$110,000.00 be approved for General Civil Engineering and Surveying

Services, which Amendment will increase the total possible contract amount to \$260,000.00;

RESOLVED, That the Mayor and City Clerk be authorized and directed to execute said agreement 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.