



## Legislation Text

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**File #:** 20-0547, **Version:** 1

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Resolution to Authorize Professional Services Agreements with Hubbell, Roth and Clark, Inc. (HRC) for \$150,000.00; and AECOM Great Lakes, Inc. (AECOM) for \$150,000.00 for As-needed Transportation Engineering Services RFP#20-08

Attached for your review and consideration for approval is a resolution authorizing Professional Services Agreements with Hubbell, Roth and Clark, Inc. (HRC) for \$150,000.00; and AECOM Great Lakes, Inc. (AECOM) for \$150,000.00 for As-needed Transportation Engineering Services.

The City, through the Engineering Unit, provides transportation engineering design, review, operational and maintenance services. These services integrate into multimodal transportation system planning; development and implementation of transportation capital improvement projects; participation in civil design; private development site plan review; construction plan review; coordination of projects by the state and other public agencies or institutions; and management of construction traffic impacts. The proposed professional services agreements are intended to supplement and support the existing Transportation Engineering staff during high demand periods for engineering services. These firms will only be used when additional support is needed and will not exceed the authorized amount for each firm.

Many of the activities provided by the City's Transportation Engineering Staff are directly impacted by the volume of private development reviews, intensity of construction activities, and other variables. These factors often contribute to short-term fluctuations in demand for transportation services citywide.

In the past, the Engineering Unit has utilized qualified professional consulting firms under General Civil Engineering Services contract to provide as-needed transportation engineering services. Selecting firms designated for transportation engineering services will permit the City to more effectively utilize the existing work force, while continuing to deliver quality and cost effective transportation design, review, operations and management services.

In February of 2020, the City received proposals in response to Request for Proposal (RFP) No. 20-08 from five professional engineering firms. The RFP required each consultant to submit a statement of qualifications, work plan, fee schedule, and resumes of personnel that it proposed were qualified and available to work on City projects. A selection committee comprised of Transportation Engineering staff reviewed the proposals and determined which firms were most qualified to perform the required services. The firms were evaluated and scored on several criteria:

- Professional Qualifications (30%)
- Past Involvement with Similar Projects (15%)
- Proposed Work Plan (20%)
- Fee Proposal (35%)

After reviewing and scoring the proposals, staff ranked the responding firms in the following order:

1. Hubbell, Roth & Clark, Inc.
2. AECOM Great Lakes, Inc.
3. HDR Michigan, Inc.
4. OHM Advisors, Inc.
5. Fishbeck

Based on the proposals and fee schedules submitted, the selection committee decided to award contracts to the top two firms.

Both firms are in compliance with the requirements of the City's Non-Discrimination and Living Wage ordinances.

Budget/Fiscal Impact: The services provided by these professional service agreements will be paid for within the approved FY21 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 Council. Costs for work on private development projects are recouped through fees charged to developers.

Prepared by: Raymond Hess, Transportation Manager

Reviewed by: Craig Hupy, Public Services Area Administrator

Approved by: Tom Crawford, Interim City Administrator

Whereas, The City of Ann Arbor Engineering Unit provides transportation engineering services in areas of multimodal transportation system planning; development and implementation of transportation capital improvement projects; participation in civil design; private development site plan review; construction plan review; coordination of projects by the state and other public agencies or institutions; and management of construction traffic impacts;

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

Whereas, During such periods of peak demand, Transportation Engineering resources would be supplemented with additional resources provided by private professional engineering firms;

Whereas, In response to RFP No. 20-08 for As-needed Transportation Engineering Services, the City received five proposals; and selected HRC and AECOM based on their professional qualifications, past experience, work plan, and fee quotations;

Whereas, The contract is valid for the period of July 1, 2020 to June 30, 2022;

Whereas, The transportation engineering services will be paid for within the approved FY21 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 Council. Costs for work on private development projects will be recouped through fees charged to developers; and

Whereas, The firms are in compliance with the requirements of the City's Non-Discrimination and Living Wage ordinances;

**RESOLVED,** That the City Council approve the Professional Services Agreement with Hubbell, Roth

and Clark, Inc. in the amount of \$150,000.00 for As-needed Transportation Engineering Services;

RESOLVED, That the City Council approve the Professional Services Agreement with AECOM Great Lakes, Inc. in the amount of \$150,000.00 for As-needed Transportation Engineering Services;

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 Interim City Administrator;

RESOLVED, That the Interim City Administrator be authorized to approve individual work statement agreements for the duration of the contracts; and

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