



Legislation Text

File #: 22-1599, **Version:** 1

Resolution to Approve Amendment No. 5 to the Professional Services Agreement with Wade Trim Associates, Inc. for Project Management and Civil Engineering Services

Attached for your review and consideration is a resolution to approve Amendment No. 5 to the Professional Services Agreement with Wade Trim Associates, Inc. (Wade Trim) for project management and civil engineering services, originally executed on December 1, 2017.

The volume of projects in the City's Capital Improvements Plan regularly exceed the capacity of the Engineering Unit's staff. This professional services agreement supplements the Engineering Unit's existing staff by providing an additional project manager, as well as all the necessary engineering and support services necessary to fully plan, design, and execute a capital improvement project for the City of Ann Arbor. This contract was approved by City Council on October 16, 2017 (R-17-397).

Because it is anticipated that it would take time for Wade Trim and their assigned project manager to get fully trained and familiar with the City's administrative processes, policies, and general philosophies, the agreement with Wade Trim was set for a duration of five years. The contract will expire on December 1, 2022. During that time, Wade Trim was assigned multiple projects, some of which are still on-going. To allow for the necessary time to complete these assignments under the current contract, Amendment No. 5 will extend the duration of the contract through December 1, 2023. This extension will be for the purposes of completing existing assignments only; no new project assignments will be made through this contract.

The contract also allowed for annual rate increases tied to the Consumer Price Index. Amendments No. 1 through 4 were approved administratively by the City Administrator, as allowed for in Resolution R-17-397. Amendment No. 5 also includes the annual rate increase for the contract.

Budget/Fiscal Impact: The services provided by this professional services agreement are paid for within approved project budgets and annual operating budgets as appropriate.

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

Reviewed by: Brian Steglitz, Interim Public Services Area Administrator

Approved by: Milton Dohoney Jr., City Administrator

Whereas, The existing professional services agreement with Wade Trim Associates supplements the Engineering Unit's existing staff by providing an additional project manager, as well as all of the necessary engineering and support services necessary to fully plan, design, and execute capital improvement projects for the City of Ann Arbor;

Whereas, The existing contract with Wade Trim Associates expires on December 1, 2022, and there is additional work to be performed in order for them to complete their existing assignments;

Whereas, The contract allows for annual rate increases tied to the Consumer Price Index, and such a rate increase would be applicable for a contract extension;

Whereas, Amendment No. 5 will extend the existing contract through December 1, 2023 and includes the annual rate increase as allowed for in the contract;

Whereas, The services in this contract are paid for within approved project budgets and annual operating budgets as appropriate; and

Whereas, Wade Trim Associates, Inc. complies with the City's Living Wage and Non-Discrimination Ordinances;

RESOLVED, That the City Council approve Amendment No. 5 to the Professional Services Agreement with Wade Trim Associates, Inc. for project management and civil engineering services, originally executed on December 1, 2017;

RESOLVED, That the City Administrator be authorized to approve additional time extensions to said contract to complete existing tasks assigned under the contract;

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.