



Legislation Text

File #: 23-1211, **Version:** 1

Resolution to Approve a Professional Services Agreement with TetraTech, Inc to complete a Feasibility Analysis of a Selection of Stormwater Projects that have been included in the City's Capital Improvements Plan (CIP), RFP No. 23-21 (\$160,450.00)

Your approval is requested for a Professional Services Agreement with TetraTech in the amount of \$160,450.00 for professional engineering services to complete a feasibility analysis of a selection of stormwater projects that have been included in the City's Capital Improvements Plan (CIP)

Through RFP No. 23-21, Public Services Staff solicited proposals for professional engineering services to complete a feasibility analysis of a selection of stormwater projects that have been included in the City's Capital Improvements Plan (CIP). Public Services staff evaluated proposals submitted by five professional engineering firms using a quality-based selection process that is used by many municipalities, including the City, for procurement of professional engineering services. Each of the proposals was evaluated based on the following selection criteria listed in RFP No. 23-21:

Professional Qualifications	20 Points
Past Involvement with Similar Projects	30 Points
Proposed Work Plan	30 Points
Fee Proposal	20 Points

TetraTech's experience with modeling, stormwater system analysis and their cost-effective work plan to perform the services described in RFP No. 23-21 were significant factors considered in their selection. Systems Planning staff reviewed TetraTech's detailed proposed scope of services, schedule and fees and determined that they are reasonable.

Public Services staff is requesting your approval of a contract with TetraTech in the amount of \$160,450.00 and a contingency in the amount of \$16,000.00 to fund additional necessary services as approved by the City Administrator.

TetraTech complies with the requirements of the City's Non-Discrimination and Living Wage ordinances.

Budget/Fiscal Impact: Funds to finance the work to be performed under this contract are included in the approved FY24 Systems Planning Operation and Maintenance Budget for the Stormwater Fund Budget and will be available in the FY25 Stormwater Budget if so, approved by Council.

Prepared by: Jennifer Lawson, Water Quality Manager

Reviewed by: Brian Steglitz, Public Services Area Administrator

Approved by: Milton Dohoney Jr., City Administrator

Whereas, Through RFP No. 23-21, Public Services staff solicited proposals for professional engineering services to complete a feasibility analysis of a selection of stormwater projects that have

been included in the City's Capital Improvements Plan (CIP) and received proposals from five firms;

Whereas, WWTP staff determined that TetraTech is the best qualified firm to provide the requested professional engineering services and TetraTech's proposed fee of \$160,450.00 is reasonable to perform this work;

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

Whereas, Sufficient funds for the work are included in the Systems Planning Operation and Maintenance Budget for the Stormwater System and future funding is subject to budget approval by Council;

RESOLVED, That Council approve a Professional Services Agreement with TetraTech in the amount of \$160,450.00 to provide professional engineering services to complete a feasibility analysis of a selection of stormwater projects that have been included in the City's Capital Improvements Plan (CIP), as requested in RFP No. 23-21;

RESOLVED, That Council approve a contingency of \$16,000.00 to fund additional necessary services as approved by the City Administrator;

RESOLVED, That the Mayor and City Clerk be authorized to sign the agreement after approval as to substance by the City Administrator and approval as to form by the City Attorney; and

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