

CITY OF HIGH POINT

AGENDA ITEM



Title: Authorization and Approval for On-Call Engineering Services

From: Jeffrey A Moore, Financial Services Director

Meeting Date: March 5, 2018

Public Hearing: No

Advertising Date: 01/05/2018

Attachments: Recommendation / Summary Memo

Advertised By: Purchasing

PURPOSE: The Financial Services Department recommends that the City Council approve the selection of twenty-seven (27) Engineering and Design Firms (*with various disciplines of expertise*) to provide such services for City departments on an as needed basis through master agreements.

BACKGROUND:

On January 31, 2018, proposals were received from qualified Consultants to provide professional services to support various City Departments on an on-call basis. A Master Agreement ("Agreement") will be entered in to with the selected Consultant(s) to supply services in the following areas of work: general engineering; water & sewer; storm water; roadways and bridges; electrical and other specialized disciplines; to include planning; structural; mechanical, civil; electrical services; and or surveying; consultations; presentations or related services incidental thereto. Tasks to be performed under this Agreement will be assigned by a Scope of Services Supplemental Agreement ("Supplemental Agreement"). Department personnel will have the opportunity to select from the master list the Consultant best qualified to perform individual projects. Fees will be negotiated with the selected Consultant after which a Supplemental Agreement will be prepared for the project.

Proposals were received from forty-four (44) qualified Firms/Consultants. A selection committee comprised of staff from Purchasing, Public Services, Engineering and Electric reviewed the proposals and determined that twenty-seven (27) Firms/Consultants were qualified to perform the required services. Based on the reviews and recommendations from the committee members, it is recommended that Master Agreements be entered into with the following Firms/Consultants:

General Engineering:

Arcadis, CDM Smith, HDR, McKim & Creed, Stantec, Withers Ravenel

Water & Sewer:

Black & Veatch, Davis Martin Powell, Freese & Nichols, Hazen & Sawyer, Highfill, Wooten

Storm Water:

Summit, Volkert, Wetherill

Roadways & Bridges:

Dewberry, Jewell, Moffatt & Nichol, WK Dickson

Electrical:

Southeastern, Sturgill, Elect

Specialty/Other:

Frazier, Gel, Schnabel, Smith+Gardner, Tetrattech

BUDGET IMPACT:

No additional impact. Funds are budgeted annually as well as in capital project ordinances when adopted.

RECOMMENDATION / ACTIONS REQUESTED:

City Council is requested to authorize the City Manager and the appropriate city officials to execute Master Professional Service Agreements for Engineering services with firms listed above.



**RFQ RECOMMENDATION
REQUEST FOR COUNCIL APPROVAL**

DEPARTMENT: Financial Services / Purchasing

COUNCIL AGENDA DATE: March 5, 2018

RFQ NO.: RFQ 32-013118

DATE OPENED: Jan. 31, 2018

DESCRIPTION:

On-Call Engineering & Design Services - Award to twenty-seven (27) Firms as listed on Agenda Item.

PURPOSE:

On January 31, 2018, proposals were received from qualified Firms to provide professional engineering services to support various City departments on an on-call basis. A Master Agreement will be entered into with the selected Firm(s) to provide engineering and design services.

COMMENTS:

Proposals were received from forty-four (44) qualified Firms. A selection committee comprised of staff from Purchasing, Public Services, Engineering and Electric reviewed and evaluated the proposals and determined that twenty-seven (27) Firms were the best qualified and the best fit for the City to perform the required services.

RECOMMEND AWARD TO: As Attached in Details

AMOUNT:

JUSTIFICATION:

To retain firms on an "On-Call" basis to expedite needed services for the City departments based on a master agreement whereas supplementals will be utilized off of said master agreements to have such services completed in a timely manner without having to bid and/or advertise on every situation.

ACCOUNTING UNIT	ACCOUNT	ACTIVITY	CATEGORY	BUDGETED AMOUNT
various				
TOTAL BUDGETED AMOUNT				

DEPARTMENT HEAD:

Digitally signed by Jeffrey A. Moore
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Date: 2018.02.21 11:11:45 -05'00'

DATE:

The Purchasing Division concurs with recommendation submitted by the Financial Svcs Dept. and recommends award to Twenty Seven Firms as Listed in the amount of \$0.00.

PURCHASING MANAGER: Erik Conti

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DATE:

Approved for Submission to Council

FINANCIAL SERVICES DIRECTOR:

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DN: cn=Jeffrey A. Moore, o=City of High Point, NC, ou=Financial Services Director, email=jeff.moore@highpointnc.gov, c=US
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DATE:

CITY MANAGER: Greg Demko

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Date: 2018.02.26 10:36:06 -05'00'

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