



CITY COUNCIL STAFF REPORT

MEETING DATE: March 27, 2023

ITEM TITLE: Adopt a Resolution Approving a Professional Services Agreement for On-Call Mechanical, Electrical, and Plumbing Engineering Services for a One-Year Term, with an Annual Not-to-Exceed Amount of \$1,000,000, to Salas O'Brien and Authorizing the City Manager to Execute the Agreement.

RECOMMENDATION:

Staff recommends that the City Council adopt a Resolution approving a professional services agreement for on-call mechanical, electrical, and plumbing engineering services for one-year, with an annual not-to-exceed amount of \$1,000,000, and authorizing the City Manager to execute the agreement.

FISCAL IMPLICATIONS:

No funding needs to be encumbered to enter into an on-call engineering agreement. Funds will be encumbered as needed from Council-approved Capital Improvement Program ("CIP") projects during the term of the agreement.

BACKGROUND:

This item is being brought to City Council as the action exceeds the purchasing authority of the City Manager.

Staff has identified the need to secure a professional services agreement for on-call mechanical, electrical, and plumbing engineering services with a consulting firm to address the delivery needs of the CIP.

The CIP includes projects for storm and sanitary sewers, City facilities, buildings, and parks improvements, and investigation, assessment, and recommendation of existing City facilities or buildings that will require the services of a professional engineering firm.

A request for qualifications was issued on March 16, 2022 and on April 15, 2022, five statements of qualifications were received.

Staff reviewed the statements based on set criteria as well as demonstration of thorough knowledge and expertise, and selected the firm of Salas O'Brien.

ANALYSIS:

Staff recommends approval of the abovementioned firm and awarding a professional services agreement with the stated annual not-to-exceed amount for a one-year term.

ALTERNATIVES:

The alternatives available to the City Council include:

1. Adopt a Resolution approving a Professional Services Agreement for On-Call Mechanical, Electrical, and Plumbing Engineering Services for one-year with an annual not-to-exceed amount of \$1,000,000 and authorizing the City Manager to execute the agreement; or
2. Do not adopt the Resolution; or
3. Provide staff with alternative direction.

Respectfully submitted by:

Steven Machida, Public Works Director

Approved for submission by:



Jeff Maltbie, City Manager

ATTACHMENT(S):

1. Resolution