



STAFF REPORT

MEETING DATE: October 25, 2022

TITLE:

Consider action to approve Resolution No. R-2022-101 of the City Council of the City of Bastrop, Texas, approving a task order with MWM DesignGroup to provide the services of City Engineer in the amount of One Hundred Nineteen Thousand Six Hundred Dollars (\$119,600.00); attached in Exhibit B; authorizing the City Manager to execute all necessary documents; providing for a repealing clause; and establishing an effective date.

SUBMITTED BY:

Submitted by: Fabiola de Carvalho, AMP MIAM, Director of Engineering and Capital Project Management

BACKGROUND/HISTORY:

The City of Bastrop hired MWM DesignGroup as part of the Request for Qualifications (RFQ) process completed in July 2018. In response to H.B. 3167, the City has restructured development related operations to accommodate these state law changes.

Rather than hire an “in-house” City Engineer, Staff believes this position could be better managed by outsourcing. Therefore, the attached task order with MWM DesignGroup will appoint Tony Buonodono to continue to serve as City Engineer for the fourth year. By doing so, the City development and engineering team can be scalable, depending upon the level of activity from month to month, and have the ability to act quickly in the required 30-day timeframes, when needed. The City will only pay for City Engineering services when we need them.

The attached task order also provides a list of tasks for the City Engineer including assisting with civil engineering, plan review, and project management. Mr. Buonodono will have a city email, that forwards to his business email address, allowing him to conduct City business using City email. This email address will capture all city-related emails on the City's servers for record retention purposes.

POLICY EXPLANATION:

Under the Government Code, Title 10. General Government, Subtitle f. State and Local Contracts and Fund Management, Chapter 2254. Professional and Consulting Services Subchapter A. Professional Services, allows the City to select professional service providers based on the demonstrated competence and qualifications to perform the requested services; and for a fair and reasonable price.

FUNDING SOURCE:

FY23 Annual Budget – Funding allocated to City Engineer position.

RECOMMENDATION:

Consider action to authorize the approval of the Resolution No. R-2022-101 of the City Council of the City of Bastrop, Texas, approving a task order with MWM DesignGroup to provide the services of City Engineer in the amount of One Hundred Nineteen Thousand Six Hundred Dollars (\$119,600.00); attached in Exhibit B; authorizing the City Manager to execute all necessary documents; providing for a repealing clause; and establishing an effective date.

ATTACHMENTS:

- Exhibit A: Resolution No. R-2022-101
- Exhibit B: Task Order/Scope of Work

