



# STAFF REPORT

**MEETING DATE:** December 12, 2023

**TITLE:**

Consider action to approve Resolution No. R-2023-171 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 Sixty-Five Thousand Six Hundred and Fifty Dollars (\$65,650.00); attached in Exhibit B; authorizing the City Manager to execute all necessary documents; providing for a repealing clause; and establishing an effective date.

**AGENDA ITEM SUBMITTED BY:**

Fabiola de Carvalho, CFM, AMP MIAM, Executive Director of Engineering and Construction 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.

The City has been outsourcing the City Engineer services to better manage the development and engineering needs, which can include, but are not limited to: civil engineering, plan review, and project management.

The City has recently hired a new staff member, Greg McCaffery, for the Assistant Director of Engineering and Capital Project Management position, and to take on the role and responsibilities of City Engineer. Mr. McCaffery is a Professional Engineer licensed in the state of Texas and also a Certified Floodplain Manager.

The attached task order with MWM DesignGroup will appoint Tony Buonodono to continue to serve as City Engineer for the fifth year. By extending Mr. Buonodono's contract, 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 and also to ease the transition from Mr. Buonodono's responsibilities to Mr. McCaffery. The City will only pay for City Engineering services when we need them

**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:**

FY24 Annual Budget – Funding allocated to City Engineer position.

**RECOMMENDATION:**

Consider action to approve Resolution No. R-2023-171 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 Sixty-Five Thousand Six Hundred and Fifty Dollars (\$65,650.00); 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-2023-171
- Exhibit B: Task Order/Scope of Work

