



CITY OF BAY CITY
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AGENDA ITEM SUBMISSION FORM

Any item(s) to be considered for action by the City Council must be included on this form and be submitted along with any supporting documentation. Completed Agenda Item Submission forms must be submitted to the City Secretary's Office no later than 4:00 p.m. on the Monday of the week prior to the Regular Council meeting.

Requestor Name: Blomquist, Herbert **Date Submitted:** 6/5/2024
Last, First *MM/DD/YYYY*

Requestor Type: City Staff **Meeting Date:** 6/11/2024
Citizen/City Staff/Council Member *MM/DD/YYYY*

Position Title Director of Public Works
For City Staff Only

Agenda Location: Discussion Item
(e.g.: Consent Agenda/ Discussion Item/ Public Hearing/ Executive Session/ Presentation)

Agenda Content:

Discuss, consider and/or approve a professional services agreement between the City of Bay City and CivilCorp, LLC, for professional engineering services for the design and plan preparation for Moore Addition Subdivision street, drainage, water, and sewer improvements.

Executive Summary of Item:

During a previous selection qualification process for professional services earlier this year, CivilCorp, LLC was one of the professional services firms the City Council approved to move forward with to assist with project implementation for various City projects.

The City of Bay City has a previous working relationship with CivilCorp, LLC on street rehabilitation and other projects involving professional engineering services. CivilCorp has submitted a proposal for Professional Services with a contract cost of \$467,500.00 for design, plan preparation, and other limited administrative services for the Moore Addition street, drainage, water, and sewer improvements project. The proposal has been reviewed by City of Bay City staff for completeness. Funding will be provided out of the Street Fund.

It is the staff's recommendation to approve this Agreement for Professional Services with CivilCorp, LLC so the City of Bay City can begin the design and plan preparation for street and other infrastructure improvements in the Moore Addition Subdivision.