

TOWN COUNCIL

STAFF REPORT

Engineering Department



| | |
|-------------------------|--|
| MEETING DATE: | February 14, 2023 |
| PROJECT: | Approval to Authorize a \$71,600 Amendment to Contract #2021-30 with Thomas and Hutton Engineering Co. to Complete the Engineering Design and Permitting for the Boundary Street Streetscape Project (Fiscal Impact: \$138,800.00) |
| PROJECT MANAGER: | Kim Washok-Jones, Director of Projects and Watershed Resilience |

RECOMMENDATION: Town Staff requests that Town Council authorize the Town Manager to execute a contract amendment (Attachment 2) with Thomas and Hutton Engineering Company to complete engineering design, permitting and construction phase services for the Boundary Street Streetscape project. The additional scope of engineering work shall include stormwater design per the SoLoCo Manual, regulatory permitting work including SCDOT and Town of Bluffton, dry utility coordination as well as bidding assistance for the project. The proposed amendment amount for the Boundary Street Streetscape project is \$71,600.00, which increases the total contract amount and fiscal impact to \$138,800.00.

The total contract amount requested is within the approved budget limits established with the Adopted Consolidated Municipal Budget for Fiscal Year (FY) 2023 and illustrated on the attached Data Sheet (Attachment 3).

BACKGROUND: With the approval of the FY 2020-2021 Strategic Plan and FY 2021 Consolidated Budget, Town Council directed staff to complete a Conceptual Master Plan and begin engineering design for the Calhoun and Boundary Street Streetscape projects. The Conceptual Master Plan was prepared by MKSK and presented to Town Council at the July 21, 2020 Quarterly Workshop for review and approval.

On September 25, 2020, a Request for Qualifications (RFQu) solicitation for Calhoun and Boundary Street Streetscape Engineering Design Services was posted in accordance with the Town of Bluffton's Procurement Policy and Procedures Manual. Five different Engineering firms submitted RFQu responses. After evaluations and interviews, Thomas and Hutton Engineering Company was determined to be the highest rated firm, and a limited services contract for \$67,600.00 was executed on February 4, 2021.

Due to limited project funding levels available at the time of the initial contract, Thomas and Hutton was provided an agreement with a limited scope of work to fit within budget limits. The engineer has reached the initial milestones set out in the original scope of work for the project, and this amendment will take the design through permitting, bidding, and delivery of construction documents suitable for bidding and construction.

NEXT STEPS: Upon approval of the amendment, staff will continue to meet with the consultant to further the goals and objectives for the project and advance engineering design to final completion. All work will be coordinated with the adjacent Bridge Street Streetscape project and the proposed underground

powerline project to create a seamless design and permitting process. Design and permitting are anticipated to be complete in FY 2023 and easement acquisition is proposed for FY 2024.

SUMMARY: The execution of the proposed contract amendment will allow for the completion of engineering design of the Boundary Street Streetscape project. This work is consistent with the recommendations provided within the 2006 Old Town Master Plan, the 2016 Calhoun Street and Adjacent Area Study, The Calhoun Street Conceptual Master Plan and the FY 2020-2023 Strategic Plans, including the Infrastructure and Community Quality of Life Strategic Focus Areas. Town Staff requests approval of the contract amendment to continue with execution of the Engineering Services Contract with Thomas and Hutton Engineering Co.

ATTACHMENTS:

1. Presentation
2. Contract Amendment 1
3. Project Data Sheet
4. Recommended Motion