



STAFF REPORT
2/23/2022

TO: Honorable Mayor and City Council Members

FROM: Andrew Simmons, P.E., City Engineer

SUBJECT: Authorize the City Manager to execute a Professional Services Agreement with TKE Engineering, Inc. for Professional Engineering Consultant Services.

STAFF RECOMMENDATION:

Staff recommends that the City Council authorize the City Manager to execute the attached Professional Services Agreement with TKE Engineering, Inc. for reoccurring, as needed, professional engineering consultant services.

BACKGROUND:

Due to expected staff shortages in the near future, the Engineering Department is seeking as needed professional engineering services. Services shall include engineering support services, for analyzing reports, plans, and engineering studies, as well as project administration and management. Staff is requesting a contract with TKE Engineering, Inc. due to their current involvement in plan checking and their previous experience in on call engineering with the City of Coachella.

DISCUSSION/ANALYSIS:

Attached to this staff report is a draft Professional Services Agreements for TKE Engineering, Inc., to provide as needed professional engineering consultant services for a term of 1 year. TKE currently provides plan check services and will continue to provide that work under a separate Purchase Order. TKE Engineering, Inc is uniquely qualified to provide their services with a knowledge base of the current and ongoing projects and a familiarity with City operation processes. The Engineering division has requested hourly rates for Engineering Technician, Associate Engineering and Senior Engineering services that may be utilized as needed to assist staff with maintaining compliance and production for existing and future Capital Improvement Projects and private development engineering services.

ALTERNATIVES:

1. Authorize the City Manager to execute Professional Services Agreements with TKE Engineering, Inc..
2. Continue this item and provide staff direction.

FISCAL IMPACT:

The fiscal impact of this action cannot be directly determined. Engineering services from the engineering consultants will be secured on an as needed basis based on the fee schedule provided in the PSA. Costs will be paid from City Council approved appropriations either through the approved annual budget or through specific appropriation action.

RECOMMENDED ALTERNATIVE(S):

Staff recommends Alternative #1 as noted above.

Attachment:

1. Professional Services Agreement (PSA) with TKE, Engineering, Inc.