



CITY COUNCIL MEMORANDUM

TO: City Council

FROM: Matthew R. Schmitz, MPA - City Manager

DATE OF MEETING: March 11, 2024

ITEM TITLE: Engineering Services - Storm Drainage Improvements in the 812 3rd St. NW Area Project

BACKGROUND:

This item was discussed during the March 4th City Council Work Session meeting when five proposals that were submitted as a result of an RFP issued in January and due on the 16th of February were discussed.

DISCUSSION:

The RFP issued for this work outlined the following items as review points when considering who to award the work to:

- A. Qualifications & experience of firm and personnel assigned to the project;
- B. Proximity to Independence, Iowa;
- C. Previous work experience with the City;
- D. Quoted price for proposed work, which may be broken out into various alternatives; and
- E. Additional considerations.

The firms who responded to the RFP were as follows:

- 1. Anderson Bogert
- 2. Crawford Engineering
- 3. Fehr Graham
- 4. Veenstra & Kimm
- 5. Willett Hofmann

After reviewing the proposals, Staff recommends that the City Council select from one of the first four firms, as the proposal from Willett Hofmann did not include any alternatives or layout of options.

RESULTS:

The City has established priorities during strategic planning sessions. This item supports the Vision from that session of Expanding and Enhancing Infrastructure. This item helps achieve that vision by supporting Independence Premium Foods (IPF) with the remediation of stormwater issues at their newly acquired area.

FINANCIAL CONSIDERATION:

As part of the High-Quality Jobs Act award that IPF received, the City is required to match 20% of the awarded amount, which equates to \$300,000. The City has the funds to match this \$300,000 set aside, and the work included in this proposal would be funded from that amount.

RECOMMENDATION:

Staff recommends council make a motion to designate one of the first four respondents listed as the selected Engineer for this work and authorize the City Manager to engage the selected firm to establish an Engineering Services Agreement and cost to be brought back to the Council for approval.