



CITY OF LAKE FOREST PARK

CITY COUNCIL

AGENDA COVER SHEET

Meeting Date	May 22, 2025
Originating Department	Public Works
Contact Person	Katie Phillips, Project Manager
Title	Resolution 25-2019/Authorizing the Mayor to sign the Professional Services Agreement AG-25-028 with HDR Engineering, Inc. for the Electric Vehicle Charging Planning Project

Legislative History

- First Presentation – May 22, 2025, Regular Meeting
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Attachments:

1. Resolution 25-2019
 2. Professional Services Agreement AG-25-028 with HDR Engineering, Inc.
 3. Exhibit A to the Professional Services Agreement AG-25-028
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Executive Summary

The Department of Public Works (“DPW”) recommends authorizing the Mayor to sign the Professional Services Agreement AG-25-028 with HDR Engineering, Inc. (“Consultant”) for the Electric Vehicle Charging Planning Project (“Project”). This agreement would allow the City to evaluate electric vehicle charging capacity at City Hall, the Police Department, and the Public Works facility and to adequately plan for possible future electric vehicle charging installations.

Background

DPW put out a Request for Qualifications for the Project and received one Statement of Qualifications from the Consultant. DPW subsequently requested a scope and fee from the Consultant and received Exhibits A and B that are incorporated herewith in Attachment 2. DPW staff have reviewed the Consultant’s scope and fee and have found the proposed scope to meet the criteria of the Project and the proposed fee to be appropriate for the related services.

Fiscal & Policy Implications

The current adopted CIP allocates \$341,000 for electric vehicle charging projects. The value of this Professional Services Agreement AG-25-028 is \$194,488.

Alternatives

<i>Options</i>	<i>Results</i>
<ul style="list-style-type: none">• Adopt Resolution	The City will execute the PSA AG-25-028 with HDR Engineering, Inc., for the Electric Vehicle Charging Planning Project.
<ul style="list-style-type: none">• No Action	The City will not execute the PSA AG-25-028 with HDR Engineering, Inc., for the Electric Vehicle Charging Planning Project.

Staff Recommendation

Move to adopt Resolution 25-2019 authorizing the Mayor to sign the Professional Services Agreement AG-25-028 with the Consultant for the Project.