



Memorandum

Meeting Details: January 25, 2023

Prepared For: Mayor & Board of Commissioners

From: Megan Wepfer, Public Works Director

Subject: Extension of Engineering Services Contract

Background

The City contracts on an annual basis (with extensions) with engineering firms for work associated with planning, Federal Emergency Management Agency (FEMA) contract management, surveying, and for the design and construction administration of public works projects. Existing service contracts are expired, so staff would like to exercise the amendments as listed in the original contract, term 3 years with 2, 1-year optional renewals.

Proposals for the engineering services contract were received from two companies on October 1, 2018, per the Request for Qualifications (RFQs) requirements. On October 17, 2018, the proposals were opened and reviewed by a staff review committee for completeness and qualifications. Both proposals, from Deuel and Associates, and Cribb Philbeck Weaver Group, Inc., were found to meet the requirements of the RFQ. Staff is requesting exercise the final amendment for formally known as Deuel & Associates now Transsystems Corporation Consultants.

Fiscal Impact

Total engineering services cost will not exceed amounts budgeted in fiscal year 2023 budgets for services in multiple departments.

Recommendation(s)

Staff recommends the Board of Commissioners approve the extension of the amendment for Transsystems Corporation Consultants formally known as Deuel & Associates

Attachments

Amendment to Design Services Agreement