

Montgomery MEDC
AGENDA REPORT

Meeting Date: June 20, 2022	Budgeted Amount: \$168,683 in current budget
Department: MEDC	Prepared By: DMc

Subject

Discussion and possible action regarding a Professional Services Agreement between the MEDC and Gunda Corporation, LLC for Engineering Services for McCown Street Improvements (RFQ 2022-01).

Recommendation

Review the draft agreement and act as you see fit.

Discussion

The Gunda Corporation was selected for the McCown Street Improvements project at the May meeting. A draft agreement has been received by the MEDC and is under review. The draft Professional Services Agreement identifies and articulates the scope of the project, and that, in turn, determines the proposed fees. Review the scope of the project and the proposed services provided and discuss with the rest of the Board at the meeting.

Of note, the scope of the project can be altered or modified by the Board as necessary. The actual negotiation process for the contract relating to finalizing the scope and associated fees will be done outside of the meeting.

Another key element of the project is the timeline. The proposed scope of work anticipates a 9-month timeline for completion at this point. The final scope of work and exact timing of coordination points with City activities (like drainage and survey data availability) will determine the final proposed project schedule. The takeaway from the schedule is that this project will span two fiscal years and can be funded across two budget cycles. The MEDC currently has \$168,683 in "Downtown Development Improvements" of a \$172,250 total budget. The final invoice from the previous downtown design project is all that has been spent from the line item this year.

Approved By

		Date:
Interim City Administrator	Dave McCorquodale	Date: 06/16/2022