

STAFF REPORT



SUBJECT: Professional Engineering Services – LJA Engineering, Inc.
MEETING: Public Works Committee Meeting - 16 Jan 2024
DEPARTMENT: Public Works
STAFF CONTACT: Nick Williams

RECOMMENDATION:

Staff recommends engaging LJA Engineering, Inc. to perform professional engineering services with an emphasis on review of plats and development plans.

BACKGROUND:

Staff met with representatives from LJA Engineering, Inc. on December 12, 2023, and was impressed with the professionalism, knowledge, and experiences represented regarding municipal engineering and public infrastructure, specifically related to development reviews and stormwater expertise.

LJA is a 50-year-old, employee-owned, comprehensive, full-service engineering company with 50 offices in 9 states, including 25 offices in Texas with four (4) offices located in the metroplex area.

PROPOSAL:

A proposed Professional Services Agreement (PSA) is attached. The agreement has been reviewed by the city attorney. General professional engineering services would be performed on a task order basis and would be primarily used for development reviews across multiple engineering disciplines for plat and development plan reviews, but would also allow for assistance with other services like code updates, planning, design, etc. with prior staff authorization.

FISCAL IMPACT SUMMARY:

Professional engineering services would be performed on a task order basis. The adopted FY23-24 budget allocated \$45,000 for review fee services; however, review fees are pass-through costs and are directly reimbursed by developers.

Amendment No. 15 with Freese and Nichols, Inc. was approved in December 2023 to extend the existing agreement for services by a not-to-exceed amount of \$30,000. If LJA is selected to perform development reviews moving forward, any funds remaining from the amendment with FNI, following completion of existing projects, will be reallocated.

ALTERNATIVES:

The following alternatives are provided for consideration:

1. Do not authorize the execution of the professional service agreement as presented; or
2. Direct staff to authorize professional services on a month-to-month basis.

ADVANTAGES:

1. No charge is incurred to the city unless services are utilized.
2. The adopted Fee Schedule provides for review fees to be reimbursed by developers.
3. Reviews would continue to be completed within seven (7) to fourteen (14) calendar days.

DISADVANTAGES:

1. No disadvantages have been identified.

ATTACHMENTS:

[LJA Engineering, Inc. – Professional Services Proposal](#)