

Legislation Text

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CC MEETING: July 7, 2020

DATE: June 29, 2020

TO: Erin Rinehart, City Manager

FROM: Tom Hammons, P.E., Interim Director of Engineering
Marc Guy, Assistant City Manager

Consider A **Resolution Authorizing The City Manager To Negotiate And Execute A Professional Services Contract With Birkhoff, Hendricks & Carter, LLP For Engineering Support Services** In An Amount not to exceed \$80,000.00.

BACKGROUND:

The Carrollton Engineering Department regularly utilizes the assistance and specialties of outside consulting firms for services such as floodplain administration, private development plan review, and other non-project-specific engineering consulting.

In the evaluation of a consultant, consideration is given to items such as firm location and size, proposed project manager and their experience with projects similar to Carrollton's, current work load, type of projects in which the firm has prepared designs, and previous work experience with Carrollton. Data from a recent solicitation for Statements of Qualifications (SOQs) for engineering design services on CIP projects was evaluated, and it was the conclusion of the Engineering staff that Birkhoff, Hendricks & Carter, LLP is the most highly qualified provider for engineering support services. Services are provided and paid for only on an as-needed basis.

FINANCIAL IMPLICATIONS:

Birkhoff, Hendricks & Carter, LLP has submitted a proposal to perform engineering support services on an hourly basis in an amount not to exceed \$80,000.00. The necessary funds for this project are available in the Drainage Consolidated Fund.

IMPACT ON COMMUNITY SUSTAINABILITY:

This use of outside engineering expertise on an as-needed basis will support the City Council's strategic objectives and vision of building a community that families and businesses want to call home by providing engineering services to evaluate water, sewer and drainage infrastructure needs to serve the public and accommodate the future growth of the community.

STAFF RECOMMENDATION/ACTION DESIRED:

Staff recommends City Council authorize the City Manager to approve a professional services contract with Birkhoff, Hendricks & Carter, LLP for engineering support services in an amount not to exceed \$80,000.00.

