



500 West Big Beaver
Troy, MI 48084
troymi.gov

CITY COUNCIL AGENDA ITEM

Date: May 11, 2017

To: Brian Kischnick, City Manager

From: Tom Darling, Director of Financial Services
Mark F. Miller, Director of Economic and Community Development
MaryBeth Murz, Purchasing Manager
Steven J. Vandette, City Engineer

Subject: Provisional 60-Day Extension of General Consulting Engineering Services Contracts

History

In 2008 the City entered into General Consulting Engineering Services contracts with three (3) consultants who work primarily for the Engineering Department. These consultants are: Hubbell, Roth & Clark, Inc.; OHM Advisors (formerly Orchard, Hiltz and McCliment, Inc.); and Spalding DeDecker Associates, Inc. Their contracts were extended twice; once in 2011 and again in 2014. The current contracts expire on June 30, 2017.

A Request for Proposal (RFP) for General Consulting Engineering Services was issued on April 3, 2017. Consultants submitted their proposals on April 20, 2017. Staff is currently reviewing them and will be setting up interviews with select consultants.

Once the selection process is completed, we anticipate that City Council will approve the new contracts at the meeting of June 19, 2017. Should that not occur due to intervening variables that might arise during the selection process, we want to be able to award the contracts in July and still have our three current consultants under contract. The provisional 60-day contract extension will allow us to do that, in the event more time is needed for the selection process.

Financial

General Consulting Engineering Services are funded from Capital or Enterprise funds when work is associated with a Capital or Enterprise project, such as a road improvement or water main replacement. Additionally, the Engineering Department's Operating budget includes funds for general consulting services as needed for private development, infrastructure studies and project planning.

Hubbell, Roth & Clark, Inc., OHM Advisors and Spalding DeDecker Associates, Inc. have agreed to the same terms and conditions of the current contracts and to hold their prices for the sixty (60) day extension period.

Recommendation

Staff recommends that City Council approve an extension to the existing General Consulting Engineering Services contracts with Hubbell, Roth & Clark, Inc., OHM Advisors and Spalding DeDecker Associates, Inc. for a period not to exceed sixty (60) days beyond current contract expiration date or upon City Council approval of new consultant contracts, whichever is sooner.