



TITLE: Consider/Discuss/Act on a Resolution Approving Qualified Firms to Provide Professional Engineering Services for the Design of Minor Roadway Improvements

MEETING DATE: February 5, 2013

DEPARTMENT: Development Services / Engineering
Purchasing

CONTACT: Matt Richardson, P.E., CIP Manager
Erin Boddie, CPPB, Contracts Administrator

RECOMMENDED CITY COUNCIL ACTION:

- Approval of Resolution.

ITEM SUMMARY:

- This Resolution approves a list of qualified firms to provide professional engineering services for the design of minor roadway improvements.

BACKGROUND INFORMATION:

- The City of McKinney utilizes consultants to provide professional engineering services for the design of minor roadway improvements.
- These projects typically include engineering design services for widening and/or reconstruction of existing roadways and construction of auxiliary lanes.
- Topographical and property survey, right-of-way and easement exhibits, environmental documentation, engineering plans and specifications, limited construction administration, and other related services may be included within the scope of individual projects.
- The City of McKinney issued a request for qualifications (RFQ 13-09) for professional engineering services for the design of minor roadway improvements in November 2012.
- Thirty-six (36) professional engineering firms submitted statements of qualification in response to the RFQ.
- A committee of three staff members from the Engineering department reviewed and ranked the statements of qualifications based on the following criteria:
 - Service Quality
 - Project Understanding & Approach

- Client Satisfaction
- Similar Experience
- Submittal Quality
- Of the 36 firms that submitted statements of qualification, the following ten firms were determined to be the most qualified by the review committee
 - Brown & Gay Engineers, Inc.
 - Civil Associates, Inc.
 - Civil Consulting Group, PLLC
 - Freese and Nichols, Inc.
 - Grantham & Associates, Inc.
 - H.W. Lochner, Inc.
 - Hayden Consultants, Inc.
 - HDR Engineering, Inc.
 - Nathan D. Maier Consulting Engineers, Inc.
 - Pacheco Koch, LLC
- When professional engineering services are required for a specific project, staff members from the Engineering department will interview one or more firms from this list to determine the most qualified firm for that specific project.
- A fee proposal will be negotiated with the most qualified firm in accordance with the professional services procedures provided by the approved City of McKinney Purchasing Policy.
- The firms listed herein will remain pre-qualified for the design of minor roadway improvements for a period of two years.

FINANCIAL SUMMARY:

- Funding for individual contracts will be allocated through the City's operating budget or the Capital Improvement Program budget.
- Contracts for the design of minor roadway improvements will be prepared and executed in accordance with the City of McKinney Purchasing Policy.
- Contracts in excess of \$50,000 will be authorized by City Council.

BOARD OR COMMISSION RECOMMENDATION:

- N/A