



**TITLE:** Consider/Discuss/Act on a Resolution Approving Qualified Firms to Provide Professional Engineering Services for the Design of Major 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 major roadway improvements.

**BACKGROUND INFORMATION:**

- The City of McKinney utilizes consultants to provide professional engineering services for the design of major roadway improvements.
- These services typically include engineering design services for new alignment, widening, and/or reconstruction of major roadways.
- 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 13-08) for professional engineering services for the design of major roadway improvements in November 2012.
- Twenty-six (26) 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:
  - Project Understanding & Approach

- Similar Experience
- Client Satisfaction
- Service Quality
- Submittal Quality
- Of the 26 firms that submitted statements of qualification, the following eight firms were determined to be the most qualified by the review committee
  - CH2M Hill
  - Civil Consulting Group, PLLC
  - Freese and Nichols, Inc.
  - H.W. Lochner, Inc.
  - Halff Associates, Inc.
  - Kennedy Consulting, Ltd.
  - Kimley-Horn and Associates, Inc.
  - Nathan D. Maier Consulting Engineers, Inc.
- 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 major 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 major 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