



## Legislation Text

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**File #:** 58653, **Version:** 1

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### **Fiscal Note**

The proposed resolution authorizes an amendment to an existing contract for professional architecture and engineering design services for the Sycamore Avenue Public Works Maintenance Facility-Office Remodel Project for the amount of \$20,000. The new contract as amended would total \$55,540. Funds are available in the 2019 Capital Budget under MUNIS Project 11314-Streets East Office Remodel.

### **Title**

Authorizing the Mayor and City Clerk to execute an amendment to the existing Purchase of Services contracts between the City of Madison and Hein Engineering Group Inc. and Destree Design Architects Inc. for professional architecture and engineering design services for the Sycamore Ave Public Works Maintenance Facility-Office Remodel Project. (17th AD)

### **Body**

WHEREAS, the 2019 Capital Budget includes \$2,908,197 for Streets East Office Remodel; and

WHEREAS, the City Engineering Division intended to complete the majority of the design work in house but needed Mechanical, Electrical, and Plumbing (MEP) services from a qualified consultant, and

WHEREAS, the parties, the City of Madison ("City") and Hein Engineering Group ("Engineer") entered into a contract for the purchase of professional engineering design and construction administration services for the Office Remodel project in July, 2016 (\$23,900) after competitive Request for Bids (RFB) processes, with three (3) quotes received and quotes were less than \$25,000 so a formal RFP was not required; and

WHEREAS, the workload of the Facilities Section did not allow for the in house design as originally planned, and

WHEREAS, the parties entered into Design Amendment #1 on November 28, 2018, Amendment #2 on January 04, 2019, and Amendment #3 on November 6, 2019 for a total cost of \$35,540 to acquire additional MEP services and structural engineering services necessary to complete the design of the project; and

WHEREAS, additional structural engineering services are required to strengthen existing structural members to support mechanical components needed for the project estimated at \$20,000; and

WHEREAS, the additional services required to complete the items would further increase the Purchase of Services Contract amount above \$25,000; and

WHEREAS, a formal RFP process would not be economical on the basis of time and money because the Architect and Engineer have unique project knowledge and another firm(s) could not complete the bid documents as efficiently; and

WHEREAS, under MGO 4.26(4)(b), if a service contract exceeds \$25,000 and the contract was not subject to a competitive selection process, the contract shall meet one of the requirements of sec. 4.26(4)(a) and be approved by the Common Council, and signed by the Mayor and Clerk; and

WHEREAS, this contract meets section 4.26(4)(a)7 which provides that a contract may be approved without a competitive selection process if the contractor has performed similar services in the past and it would be economical on the basis of time and money to retain the same firm.

NOW THEREFORE BE IT RESOLVED that the Mayor and City Clerk are hereby authorized to execute an Amendment to the Contracts between the City of Madison and Hein Engineering Group Inc. in a form to be approved by the City Attorney, to provide additional structural engineering services; and

BE IT FURTHER RESOLVED that in accordance with MGO section 4.26(4)(a)7 the Common Council finds that the further solicitation of proposals is not required because the contractor has performed similar services in the past and it would be economical on the basis of time and money to retain the same firm.