



Legislation Details (With Text)

**File #:** 51400      **Version:** 2      **Name:** SUBSITUTE 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 engineering design services for the Sy

**Type:** Resolution      **Status:** Passed

**File created:** 4/25/2018      **In control:** BOARD OF PUBLIC WORKS

**On agenda:** 6/5/2018      **Final action:** 6/5/2018

**Enactment date:** 6/11/2018      **Enactment #:** RES-18-00418

**Title:** SUBSITUTE 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 engineering design services for the Sycamore Ave Public Works Maintenance Facility-Office Remodel Project. (17th AD)

**Sponsors:** Samba Baldeh

**Indexes:**

**Code sections:**

**Attachments:** 1. 51400 - Version 1.pdf

Date	Ver.	Action By	Action	Result
6/5/2018	2	COMMON COUNCIL	Adopt	Pass
5/16/2018	2	BOARD OF PUBLIC WORKS	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER	Pass
5/2/2018	1	BOARD OF PUBLIC WORKS	Refer	Pass
5/1/2018	1	COMMON COUNCIL	Refer	Pass
4/25/2018	1	Engineering Division	Referred for Introduction	

**Fiscal Note**

The proposed resolution authorizes an amendment to an existing contract for design services for the remodel project at the Streets Sycamore Avenue Maintenance Facility offices. Authorized funding for this project was originally included in the adopted 2016 capital budget within the Engineering Facility Improvements capital program. The contract amendment proposed in this resolution adds \$40,000 to the project, which will be absorbed within the \$1.25 million of GO Borrowing that was originally appropriated and reauthorized for this project in the adopted 2018 capital budget.

Funds are available in the 2018 Capital Budget under project 11314 Streets East Office Remodel.

**MUNIS:**

Account # 11314-401-140; \$40,000

**Title**

SUBSITUTE 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 engineering design services for the Sycamore Ave Public Works Maintenance Facility-Office

Remodel Project. (17th AD)

**Body**

WHEREAS the 2018 Capital Budget includes \$1,255,246 for Streets East Office Remodel; and

WHEREAS Hein Engineering Group (Engineer) ( and Destree Architects (Architect) were hired to complete the engineering and architectural engineering design work for the Office Remodel Project, and are familiar with the project design requirements; and

WHEREAS the office remodel design was awarded in July 2016 for engineering services (\$23,900), and November 2017 for architectural services (\$13,200), 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 after completing the Design Development phase the Office Remodel project identified additional items to be included in the scope of work (garage ventilation, fire alarm panel upgrade, solar hot water system, maintenance access stairs) required to complete the Sycamore Ave Public Works Maintenance Facility Upgrades; and

WHEREAS the additional services required to complete the design for these items would 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 Amendment #1 to the Contracts between the City of Madison and Hein Engineering Group Inc. and Destree Design Architects Inc. in a form to be approved by the City Attorney, to provide professional architectural and engineering design services for the extra work as described above.

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.