



Legislation Text

File #: 54427, **Version:** 1

Fiscal Note

The proposed resolution authorizes a contract in the amount of \$202,980 for consulting services for the master plan and engagement process for the Vilas Park Master Plan Project. Funding is available in the Parks Division 2019 Adopted Capital Budget for Vilas Park Improvements (17184). Sufficient budget authority exists in the Vilas park improvements projects to fund the proposed resolution.

Title

Authorizing the Mayor and City Clerk to enter into a Purchase of Services contract (Design Professionals) on behalf of the City with MSA Professional Services, Inc. for the Vilas Park Master Plan. (13th AD)

Body

WHEREAS, the 2019 approved Parks Division Capital Budget includes funding to update the Vilas Park Master Plan; and

WHEREAS, the Purchasing Division and Parks Division, through a competitive process, solicited proposals for RFP# 8716-0-2018-BO, Vilas Park Master Plan; and

WHEREAS, an evaluation team consisting of a representative from Purchasing and relevant city staff from Traffic Engineering and Parks Division conducted a detailed evaluation, scored and ranked each of the proposals using criteria including cost, skill, equipment, past performance, and references, and subsequently interviewed the consultants of the four top performing proposals; and MSA Professional Services, Inc. received the highest score for their proposal; and

WHEREAS, the contract compensation for architectural and engineering consultant design services for MSA Professional Service, Inc. is \$202,980; and

WHEREAS, through the design process MSA Professional Services, Inc. will complete a Final Park Master Plan and Final Master Plan Report; and

WHEREAS, under MGO 4.26(3) service contracts between one and three years with an average more than fifty thousand (\$50,000) per year of the contract require approval of the Common Council.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Clerk are authorized to sign a Purchase of Services contract (Design Professionals) on behalf of the City for consultant services with MSA Professional Services, Inc. for the purposes and at the prices described above, for a term of three (3) years.