



Legislation Text

File #: 55236, **Version:** 1

Fiscal Note

The proposed resolution authorizes a contract in the amount of \$233,227 for consulting services for the master plan and engagement process for the Vilas Park Master Plan Project (Munis 17184). Remaining funding authorized in 2015 through 2017 for other Vilas Park projects is being re-purposed to fund this contract.

Title

A Resolution authorizing the Mayor and City Clerk to enter into a 2-year, competitively selected service contract 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 Services, Inc. is \$233,227; and

WHEREAS, through the planning 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 of more than one year that average more than \$100,000 per year in cost require Common Council approval and signature by the Mayor and City Clerk.

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 up to two (2) years.