



Request for City Council Committee Action From the Department of Public Works

Date: October 12, 2010

To: Honorable Sandra Colvin Roy, Chair Transportation & Public Works Committee

Referral: Honorable Betsy Hodges, Chair Ways & Means Committee

Subject: **2008-2011 Public Works Consulting Pool Project Scope Modifications**

Recommendation:

Authorize proper city officers to extend project scope end dates in the Public Works Consulting Pool to no later than December 31, 2011. Project scope extensions will be on an as-needed basis for projects requiring an expiration date after the February 14, 2011 master contract expiration date.

Prepared by: Brette Hjelle, Public Works Interagency Coordinator

Approved by:

Steven A. Kotke, P.E., City Engineer, Director of Public Works

Presenters: Don Elwood, Director, Transportation Planning and Engineering

Reviews

Permanent Review Committee (PRC): Approval NA Date _____

Civil Rights Approval Approval NA Date _____

Policy Review Group (PRG): Approval NA Date _____

Financial Impact

No financial impact.

Background/Supporting Information

The City Council approved an engineering firm consulting pool in 2000 to give the Public Works Department a more efficient and cost effective consultant process. The benefits have included cutting approximately 15 weeks from the timeline to hire consultants. This has greatly improved our efficiency to deliver projects and reduced delay costs. In addition, it has enabled us to manage our workload levels more efficiently during peak and/or seasonal demands, and provided opportunities to enhance our Engineers professional skills. The master consulting pool contract is for a three year term.

The current consulting pool term expires on February 14, 2011. The department has current consulting project needs that extend beyond this date. This is a common problem during the transition period between consulting pools. Granting the authority to extend the project scope end dates past February 14, 2011 will allow the department to start projects now and to enter into project scopes for complete projects.

A new consulting pool master contract will be in place in January 2011. All project scopes started from that point forward will utilize the new master contract.