

CITY COUNCIL AGENDA MEMORANDUM

SUBJECT

Resolution authorizing execution of a Professional Services Agreement with Hayre McElroy & Associates, LLC to provide third party testing, monitoring, and reporting services to support construction of the Complete the Circle and Inspiration Playground projects in Downtown Park, in an amount not to exceed a total contract value of \$176,000.

FISCAL IMPACT

This agreement obligates the City to an amount up to \$176,000, which will be funded from Parks CIP Project P-AD-87, Downtown Park Development. There are sufficient funds budgeted to complete this project.

STAFF CONTACTS

Patrick Foran, Director, 452-5377
Glenn Kost, Planning Manager, 452-5258
Ken Kroeger, Project Manager, 452-4169
Pam Fehrman, Project Manager, 452-4326
Parks & Community Services Department

POLICY CONSIDERATION

Bellevue City Code

BCC Chapter 4.28 provides for the fair and equitable treatment of persons in the purchasing process. Council approval is required due to the amount of the purchase.

City Contracting Policies

This consultant selection process was conducted consistent with the City's contracting policies and State law for selecting architects and engineering services for public works building projects. Council approval is required for Professional Services contracts exceeding \$90,000.

BACKGROUND & CONTRACTOR SELECTION

Staff is seeking authorization to execute a contract for third party engineering testing, monitoring and reporting services to support the construction of Complete the Circle and Inspiration Playground projects in Downtown Park. International Building Codes, Department of Ecology and City Codes, including issuance of permits requires that the owner provide third party testing, monitoring and reporting during construction.

The City issued a Request for Proposals for engineering services that included materials testing, special inspections, temporary erosion and sediment control inspections, water quality, and geotechnical monitoring and reporting services. The Request for Proposals were sent to ten firms; five firms submitted proposal responses, two of which were incomplete and did not provide the full services requested. The qualifying proposals were reviewed by staff and members of the design team.

The firm Hayre McElroy & Associates, LLC was selected based on their 1) ability to provide all required services, 2) thorough identification of required services, 3) qualified staff, 4) familiarity with the construction site, and 5) experience with projects of a similar size and scope.

Staff is confident of the firm's ability to perform. Hayre McElroy & Associates, LLC has staff-

licensed professional engineers (Civil, Electrical, and Geotechnical Engineers) and Certified Erosion and Sedimentation Control Lead (CESCL). Their lab is certified and accredited by United States Army Corps of Engineers, AASHTO, International Accreditation Service, and Washington Association of Building Officials.

The firm has performed well on previous work and provided sound technical advice. Comments from past clients regarding the team's cooperation, responsiveness, and ability to deliver products on time and in keeping with the original project goals have been positive.

EFFECTIVE DATE

If approved by Council, this Resolution will become effective immediately.

OPTIONS

1. Adopt the Resolution authorizing execution of a Professional Services Agreement with Hayre McElroy & Associates, LLC to provide third party testing, monitoring, and reporting services to support construction of the Complete the Circle and Inspiration Playground projects in Downtown Park, in an amount not to exceed a total contract value of \$176,000.
2. Do not adopt the Resolution and provide alternative direction to staff.

RECOMMENDATION

Option 1.

MOTION

Move to adopt Resolution No. 9109 authorizing execution of a Professional Services Agreement with Hayre McElroy & Associates, LLC to provide third party testing, monitoring, and reporting services to support construction of the Complete the Circle and Inspiration Playground projects in Downtown Park, in an amount not to exceed a total contract value of \$176,000.

ATTACHMENTS

CIP Project Description

Proposed Resolution No. 9109

AVAILABLE IN COUNCIL DOCUMENT LIBRARY

Copy of Contract