

EM SUBMISSION NO.: 2012 EM046

PRESENTED: 1-19-12

ADOPTED: 1-23-12

BY THE EMERGENCY MANAGER:

Resolution Authorizing Appropriate City Officials to Enter into Change Order #9 to the Existing Master Engineering Services Contract with Rowe Professional Services Company (formerly Rowe Incorporated, the City's Contracted ACTING CITY ENGINEER) to add \$157,500.00 for Engineering, Technical and Project Oversight Services to be Provided for the Department of Infrastructure and Development from January 1, 2012, through June 30, 2013

Flint City Charter and State mandates require that the City have someone serve in the capacity of City Engineer, therefore the City currently has a contract with Rowe Incorporated to serve in the capacity of contracted Acting City Engineer, City of Flint contract no. 07-103.

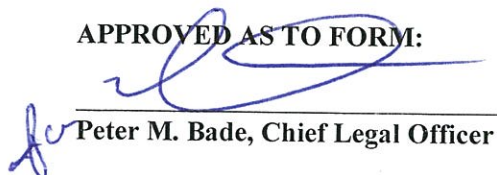
Based on the City's anticipated need for additional engineering services, it is desirable to exercise the City's option to renew the City's current master engineering services contract no. 07-103 for an additional eighteen-month period beginning January 1, 2012, through June 30, 2013, for an additional contract price not-to-exceed \$157,500.00 (\$47,500.00 remainder of fiscal year 2012; \$110,000.00 for next fiscal year 2013).

The Department of Infrastructure and Development is requesting authorization for appropriate City officials to do all things necessary to enter into change order #9 to the City's existing Master Engineering Services contract no. 07-103 with Rowe Professional Services Company to serve as Acting City Engineer during the eighteen-month period from January 1, 2012, through June 30, 2013, to provide engineering, technical assistance and project oversight services as indicated in the attached proposal dated January 10, 2012. Funding for the additional contract price not-to-exceed \$157,500.00 (revised contract amount not-to-exceed \$640,000.00) will be made available from the following accounts (FY13 funding contingent upon adoption of the FY13 budget):

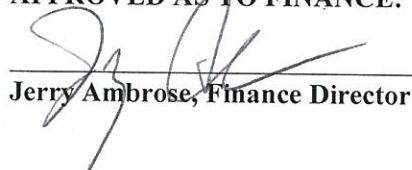
<u>Fund/Account</u>	<u>FY12</u>	<u>FY13</u>	<u>Services to be Provided</u>
202-443.200-801.000	\$30,000	\$75,000	Transportation Eng, Surveying, Project Mgmt/Adm Technical Asst
590-536.101-801.000	\$ 7,500	\$15,000	Sewer technical assistance and oversight of various projects
591-536.100-801.000	\$ 7,500	\$15,000	Water technical assistance and oversight of projects
208-752.101-801.000	\$ 2,500	\$ 5,000	Parks & Recreation technical assistance and oversight of projects

IT IS RESOLVED, Appropriate City Officials are authorized to do all things necessary to enter into change order #9 to the City's existing Master Engineering Services contract no. 07-103 with Rowe Professional Services Company to serve as Acting City Engineer during the eighteen-month period from January 1, 2012, through June 30, 2013, to provide engineering, technical assistance and project oversight services as indicated in the attached proposal dated January 10, 2012. Funding for the additional contract price not-to-exceed \$157,500.00 (revised contract amount not-to-exceed \$640,000.00) will be made available from the accounts indicated above (FY13 funding contingent upon adoption of the FY13 budget).

APPROVED AS TO FORM:


Peter M. Bade, Chief Legal Officer

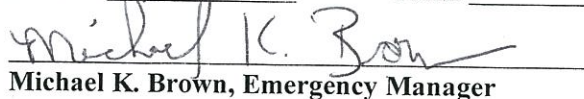
APPROVED AS TO FINANCE:


Jerry Ambrose, Finance Director

EM DISPOSITION:

ENACT ✓ FAIL _____

DATED 1-23-12


Michael K. Brown, Emergency Manager

RESOLUTION STAFF REVIEW FORM

DATE: January 17, 2012

Agenda Item Title: Resolution Authorizing Appropriate City Officials to Enter into Change Order #9 to the Existing Master Engineering Services Contract with Rowe Professional Services Company (*formerly Rowe Incorporated, the City's Contracted ACTING CITY ENGINEER*) to add \$157,500.00 for Engineering, Technical and Project Oversight Services to be Provided for the Department of Infrastructure and Development from January 1, 2012, through June 30, 2013

Prepared By: Kay Muhammad for Howard Croft, Director of Infrastructure and Development

Background/Summary of Proposed Action:

Flint City Charter requires that the City have someone serving in the capacity of City Engineer. Additionally, in order to receive State and Federal funds for projects, it is mandatory to have a City Engineer to certify and submit required documentation. Therefore, the City of Flint issued a notice of Solicitation of Qualifications to secure a professional engineering firm to provide services as the City's contracted City Engineer, City bid proposal number 326. Rowe Incorporated submitted a bid to provide said City Engineer services.

In 2007, Rowe Incorporated was awarded the bid to provide professional engineering services (City Engineer) for a five-year period (five-year period contingent upon renewal each fiscal year). Rowe Incorporated has provided City Engineering Services under City contract 07-103 for the Department of Transportation under the broad categories of Engineering, Surveying, and Project Management/Administration (both Design and Construction) and technical assistance.

It has been determined that other City departments can acquire City Engineering Services under contract number 07-103 as indicated in bid proposal number 326. Based on the City's anticipated need for additional engineering services, it is desirable to exercise the City's option to renew the City's current master engineering services contract no. 07-103 for an additional eighteen-month period beginning January 1, 2012, through June 30, 2013, for an additional contract price not-to-exceed \$157,500.00 (\$47,500.00 remainder of fiscal year 2012; \$110,000.00 for next fiscal year 2013, FY13 contingent upon adoption of the FY13 budget).

ROWE Professional Services Company will provide services under the broad categories of Engineering, Surveying, and Project Management/Administration (both Design and Construction) and technical assistance for the Infrastructure and Development Department including the Transportation Department and technical assistance and oversight of various projects for the Utilities Department, and Parks and Recreation Department. Each department will contribute funding for the City Engineering contract as follows:

<u>Fund/Account</u>	<u>FY12</u>	<u>FY13</u>	<u>Services to be Provided</u>
202-443.200-801.000	\$30,000	\$75,000	Transportation Eng, Surveying, Project Mgmt/Adm Technical Asst
590-536.101-801.000	\$ 7,500	\$15,000	Sewer technical assistance and oversight of various projects
591-536.100-801.000	\$ 7,500	\$15,000	Water technical assistance and oversight of projects
208-752.101-801.000	\$ 2,500	\$ 5,000	Parks & Recreation technical assistance and oversight of projects

Financial Implications: In order to receive State and Federal funds for projects, it is mandatory to have a City Engineer to certify and submit required documentation.

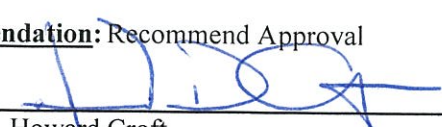
Budgeted Expenditure: Yes ☒ No ☐ Please explain, if no:

Account #: 202-443.200-801.000, 590-536.101-801.000, 591-536.100-801.000, 208-752.101-801.000, identification of the FY13 accounts are contingent upon adoption of the FY13 budget

Pre-encumbered: Yes ☒ No ☒ **Requisition # (FY12)** 001200047
FY13 contingent upon adoption of the FY13 budget

Other Implications (i.e., collective bargaining):

Staff Recommendation: Recommend Approval

Staff Person: 
Howard Croft
Director of Infrastructure and Development