

# MEMO

**To:** Honorable Mayor and City Council

**From:** Brent Soderlin, City Engineer

**Subject:** RESOLUTION AUTHORIZING ADDITIONAL PROFESSIONAL ENGINEERING AND TECHNICAL SUPPORT SERVICES FOR JACOBS ENGINEERING GROUP, INC.

**Date:** June 11, 2019

## Purpose

Augmentation and time extension for Jacobs Engineering Group, Inc. contract to continue development review and coordination engineer services – to include the Reunion Development and commercial/industrial requests.

## Summary/Background

Jacobs Engineering Group, Inc. (“Jacobs”) was awarded a contract as an On-Call General Consultant Engineering firm for the City of Commerce City on July 13, 2017, after the City posted a Request for Proposals (“RFP”) for such services. Ten engineering firms, including Jacobs responded to the RFP. After evaluating the applicants, Jacobs, Michael Baker International, Inc. and Atkins North America, Inc. were selected.

Since, their selection, Jacobs has been providing staff augmentation for the City’s Development Review and Coordination Program. Public Works is currently advertising for a Development Review and Coordination Engineer; but, until that position is filled, outside consulting support is needed to address residential/commercial/industrial development review and coordination requests.

The Master Service Agreement (MSA) between the City and Jacobs is over the \$250,000 threshold that requires approval from City Council. Jacobs’ MSA expired on June 9, 2019. We are requesting an additional \$75,000 be added to the MSA so that Jacobs can continue providing Development Review services to the City until October 9, 2019.

Jacobs has done four Work Orders and three Amendments under their current MSA.



**MEMO CONTINUED**

Work Order Number	Description of Work	Amount (\$)
1	CDBG Sidewalk and Curb Ramp Improvements- Project Scoping	\$4,604.50
2	Design of CDBG Sidewalk and Curb Ramp Improvements	\$52,424.90
2, Amendment 1	Project Management and administration, Right of Way acquisition, Title Review and Design Plan Updates	\$25,523.35
3	Staff Augmentation for Development and Review, Daily Operations Support, Drainage and Hydrology Report Review	\$192,420.00
3, Amendment 1	Staff Augmentation for Development and Review, Daily Operations Support, Drainage and Hydrology Report Review	-\$25,523.35
3, Amendment 2	Staff Augmentation for Development and Review, Daily Operations Support, Drainage and Hydrology Report Review	\$0.00
4	Staff Augmentation for Development and Review, Daily Operations Support, Drainage and Hydrology Report Review	\$75,000.00
	Total =	\$324,449.40

**Financial Impact**

This will add an additional \$75,000 to Jacob Engineering's MSA. The total MSA amount would be \$399,450. The funding source is Public Works/Engineering/Contract Services - requested funds may be offset from Public Works/Engineering/Staff Salary

**Staff Recommendation**

Staff recommends that Jacobs' MSA be authorized to spend an additional \$75,000 and that the time for the contract be extended to October 9, 2019.

