



CITY COUNCIL MEMORANDUM

FROM: The Office of the City Manager **DATE:** September 25, 2023
SUBJECT: Authorize the City Manager to execute a professional services agreement for engineering design services with Aguirre & Fields, LP, in an amount not to exceed \$55,650 for the Pedestrian Connectivity Enhancements Project (ST2303).

PRESENTER: Caroline Waggoner, Assistant City Manager

SUMMARY:

Council is being asked to consider a professional services agreement for engineering design services with Aguirre & Fields, LP, for the Pedestrian Connectivity Enhancements Project (ST2303).

GENERAL DESCRIPTION:

The Pedestrian Connectivity Enhancements Project involves the design and construction of sidewalk on the east side of Davis from Northeast Parkway to the Cotton belt Trail (approximately 1,110 linear feet), and sidewalk on the east side of Smithfield Road from Northeast Parkway to the trail (approximately 1,570 linear feet) within the Smithfield transit-oriented development (TOD).

Requests for qualifications were sent to local engineering firms and advertised on the city’s website in accordance with state purchasing laws. Eleven firms responded by submitting statements of qualifications to the city. The selection committee chose Aguirre & Fields, LP, to provide design services for the project.

The engineering agreement outlines the scope of work in Exhibits B, C and D of the contract. Listed below are the key items within the scope of work:

- Topographic survey (Special Services)
- Engineering design (Basic Services)
- TxDOT coordination and TDLR permitting (Special Services)
- ROW / Easement Instruments (Additional Services)
- Construction / Bid phase services (Additional Services)

Basic Services	\$ 31,109.00
Special Services	\$ 17,512.00
Additional Services	\$ 7,029.00
Total Design Fee	\$ 55,650.00



The Public Works Department negotiated a design fee of \$55,650. The basic and special services will be paid as lump sum items, but the tasks included in the additional services category are paid for only if needed during the course of the project. This project was included in the FY 2022-23 budget approved by the City Council on September 12, 2022. The project schedule anticipates bidding the project's construction in late spring 2024.

RECOMMENDATION:

Authorize the City Manager to execute a professional services agreement for engineering design services with Aguirre & Fields, LP, in an amount not to exceed \$55,650 for the Pedestrian Connectivity Enhancements Project (ST2303).