

CITY COUNCIL MEMORANDUM

FROM: The Office of the City Manager **DATE:** July 27, 2026
SUBJECT: Consider Resolution No. 2026-046, establishing a pool of pre-qualified professional engineering and consulting firms to provide on-call services.
PRESENTER: Nathan Frohman, City Engineer

SUMMARY:

The City Council is being asked to consider a resolution to establish a Pre-Qualified Consultant Pool to provide on-call professional engineering and consulting services. The recommended pool consists of twenty-eight (28) unique firms distributed across thirteen (13) technical categories. This resolution will authorize the City Manager or designee to utilize the pool to negotiate and execute project-specific task orders and professional services agreements up to established administrative thresholds for a pool term of up to five (5) years.

GENERAL DESCRIPTION:

The City of North Richland Hills advertised a Request for Qualifications (RFQ No. 26-015) for Professional Services to establish a list of approved firms to provide on-call professional services for future municipal infrastructure and development projects. The professional services requested were comprised of thirteen (13) distinct engineering and technical design categories of work.

In response to the RFQ, the City received Statements of Qualifications (SOQs) from 63 interested firms, which were subsequently evaluated by a City Selection Committee in accordance with the criteria set forth in Section 5 of RFQ No. 26-015. Pursuant to the Texas Professional Services Procurement Act, Texas Government Code Section 2254.004, all selections were based strictly on the basis of demonstrated competence and qualifications to perform the services.

Following these evaluations, the Selection Committee recommended an official pool consisting of twenty-eight (28) unique, pre-qualified professional firms distributed across the designated technical categories. Inclusion within this pre-qualified pool does not constitute a guarantee of any minimum volume of work or an immediate operational contract award, and the list remains non-exclusive. The approved pool is established for a term of up to five (5) years.



Under Section 2 of the resolution, the City Manager or designee is authorized to evaluate on-call project needs, select qualified consultants from this approved pool as individual projects arise, and negotiate project-specific scope of work fees. Furthermore, the City Manager or designee is authorized to execute the resulting professional services agreements or task orders in accordance with established administrative thresholds. Any individual agreements exceeding \$100,000.00 or requiring unbudgeted funds will still be brought before the City Council for formal approval and award.

RECOMMENDATION:

Approve Resolution No. 2026-046, approving and establishing a pool of pre-qualified professional engineering and consulting firms to provide on-call services pursuant to Request for Qualifications (RFQ) 26-015.