



## Agenda Item Summary

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**File #:** RES 17-514, **Version:** 1

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### **Submitted By**

Bill McKenna, Village Engineer

### **Reviewed By**

LKS

### **Agenda Item Title**

**A Resolution Approving an Amendment to the Professional Services Agreement with Edwin Hancock Engineering, Co. for Professional Engineering services for Design and Construction Engineering of the 2018 and 2019 Alley Improvements and Authorizing its Execution**

### **Overview**

In 2014 the Village entered into a professional services agreement with Edwin Hancock Engineering Co. to design and manage the 2015 alley improvement projects following a request for proposal process. The original agreement was renewed in 2015 and 2016 based on the conditions of the original agreement which allowed for renewing the agreement for up to 2 additional terms. Staff is recommending renewing the original agreement to extend the term of the agreement for up to an additional two years instead of going out for a request for proposal process for alley engineering for the remaining two years of the accelerated alley replacement program.

### **Staff Recommendation**

Approve the resolution.

### **Fiscal Impact**

There is no fiscal impact to amending the original agreement to extend the term of the agreement for up to an additional two years.

Subject to consensus of the Village Board, staff will present a renewal agreement with costs in the late summer or fall of this year for designing and managing the 2018 alley improvement project following review of the draft 2018 annual budget.

### **Background**

In 2014 the Village entered into a professional services agreement with Edwin Hancock Engineering Co. to design and manage the 2015 alley improvement projects following a request for proposal process. The Village received 9 responses to the alley engineering RFP and the proposal from Edwin Hancock Engineering best fit the Village's needs while also being the lowest cost. The original agreement included provisions for renewing up the agreement for up to two additional terms. The Village renewed the agreement the past two years and the original agreement will expire at the end of this year.

Edwin Hancock Engineering has done an excellent job in designing and managing the alley projects the last three years. They have been able to design the projects quickly in order to bid them very early in the year which benefits the Village by receiving aggressive bids from contractors. They have done an excellent job managing the alley construction projects which require a great deal of business and resident coordination due to loss of access to garages and delivery areas.

Edwin Hancock Engineering submitted a proposal requesting to extend the agreement for an additional two years. Edwin Hancock is committing to holding their current rates for the remainder of the two additional years which provides a cost savings for the Village.

Staff is recommending renewing the original agreement to extend the term of the agreement for up to an additional two years instead of going out for a request for proposal process for alley engineering for the remaining two years of the accelerated alley replacement program.

Subject to consensus of the Village Board, staff will present a renewal agreement with costs in the late summer or fall of this year for designing and managing the 2018 alley improvement project once the preliminary budget is determined for the 2018 alley improvement project.

### **Alternatives**

The alternative to this recommendation could be to delay action to gain additional information.

### **Previous Board Action**

On November 3, 2014 the Village Board approved a Resolution authorizing the execution of a professional services agreement with Edwin Hancock Engineering Co. for design and construction engineering of the 2015 alley improvements.

On September 8, 2015 the Village Board approved a Renewal Agreement with Edwin Hancock Engineering Co. for Professional Engineering Services for Design and Construction Engineering of the 2016 Alley Improvements in an amount not to exceed \$231,600.

On August 1, 2016 the Village Board approved a renewal agreement with Edwin Hancock Engineering, Co. for Professional Engineering services for Design and Construction Engineering of the 2017 Alley Improvements, in an amount not to exceed \$293,000.00.

### **Citizen Advisory Commission Action**

N/A.

### **Anticipated Future Actions/Commitments**

Subject to consensus of the Village Board, staff will present a renewal agreement with costs in the late summer or fall of this year for designing and managing the 2018 alley improvement project once the preliminary budget is determined for the 2018 alley improvement project.

### **Intergovernmental Cooperation Opportunities**

None at this time.

**Performance Management (MAP) Alignment**

This work is in alignment with the Governance Priority established for the Department of Public Works for Infrastructure/Capital Programs.