

City of Fort Worth, Texas

Mayor and Council Communication

DATE: 03/19/24 M&C FILE NUMBER: M&C 24-0187

LOG NAME: 06SSIP ENGINEERING CONTRACTS AND APPROPRIATION

SUBJECT

(ALL) Authorize Non-Exclusive Agreements with Baird Hampton & Brown, Inc.; Kimley Horn and Associates, Inc.; Westwood Professional Services, Inc. dba Peloton Land Solutions, Inc., a Westwood Company; Shield Engineering Group, PLLC; and Simon Engineering & Consulting, Inc. in a Combined Annual Amount Up to \$2,000,000.00 for the Initial Term with Four One-Year Renewal Options for the Development Services Department, Adopt Appropriation Ordinance, and Amend the Fiscal Years 2024-2028 Capital Improvement Program

RECOMMENDATION:

It is recommended that the City Council:

1. Authorize non-exclusive agreements with Baird Hampton & Brown, Inc.; Kimley Horn and Associates, Inc.; Westwood Professional Services, Inc. dba Peloton Land Solutions, Inc., a Westwood Company; Shield Engineering Group, PLLC; and Simon Engineering & Consulting, Inc. in a combined annual amount up to \$2,000,000.00 with four one-year renewal options for engineering services for the Development Services Department’s Small-Scale Infrastructure Program;
2. Adopt the attached appropriation ordinance increasing estimated receipts and appropriations in the General Capital Projects Fund in the amount up to \$14,700,000.00, subject to receipt of funds, for the purpose of funding the Small-Scale Infrastructure Program programmable project (City Project No. P00151); and
3. Amend the Fiscal Years 2024-2028 Capital Improvement Program.

DISCUSSION:

The purpose of this Mayor and Council Communication (M&C) is to authorize execution of engineering agreements and appropriate funds necessary to start the Development Services Department’s Small-Scale Infrastructure Program (Program). The Program is being created to provide engineering design and construction services for the installation of small-scale or infill developer-led projects, including 800 feet or fewer of water, sewer, storm services, sidewalk and four (4) or fewer pedestrian/streetlight installations. The engineering and construction cost will be funded entirely by Developers.

The Development Services Department conducted a Request for Qualifications to establish a standing list of qualified engineering firms which the Development Services Department will use to provide engineering services for projects in the Small-Scale Infrastructure Program.

The Request for Qualifications was advertised in the *Fort Worth Star-Telegram* on September 21, 2022 and September 28, 2022. The City received fourteen (14) responses.

An evaluation panel consisting of representatives from the Development Services Department reviewed and scored the submittals based on the following criteria: (a) project understanding (30%); (b) project team and experience (45%); (c) related local projects (15%); and (d) readiness to proceed (10%).

The scores are listed in the table below. No guarantee was made that a specific amount of services would be requested.

Bidders	Evaluation Factors					Rank
	a	b	c	d	Total Score	
Shield Engineering Group, PLLC	30	45	15	10	100	1
Peloton Land Solution, Inc, a Westwood Company	30	45	15	10	100	2
Baird, Hampton & Brown	30	44	15	10	99	3
Kimley Horn	30	42.5	15	10	97.5	4

Simon Engineering & Consulting, Inc.	29	44	14	10	97	5
LJA Engineering	29	44	14	9.5	96.5	6
Cobb Fendley	29	42.5	13.5	9.5	94.5	7
Mas Consulting Engineering & Consulting Inc.	26	44	14.5	10	94.5	8
Multatech	27.5	42.5	15	9	94	9
Bartlett & West	26	45	10	7.5	88.5	10
James DeOtte Engineering, Inc.	30	40	10	7.5	87.5	11
DEC Engineering Excellence	27.5	40	10	7.5	85	12
Arredondo, Zepeda & Brunz, LLC	22.5	40	11.5	9	83	13
RLG Consulting Engineers	12.5	45	14.5	9	81	14

After evaluation, the panel concluded that Baird Hampton & Brown, Inc.; Kimley Horn and Associates, Inc.; Westwood Professional Services, Inc. dba Peloton Land Solutions, Inc., a Westwood Company; Shield Engineering Group, PLLC; and Simon Engineering & Consulting, Inc are the most qualified engineering firms for the Program.

To facilitate the administration of the Small-Scale Infrastructure Program, the attached appropriation ordinance is necessary. The ordinance appropriates the full projected annual amount of up to \$14,700,000.00 in the General Capital Projects Fund, subject to receipt of funds, for the purpose of funding the Small-Scale Infrastructure Program programmable project (City Project No. P00151). Having a full year’s appropriation authority will support awarding the current design and engineering contracts as well as annual contracts for related construction services, which are currently out for bid.

The appropriation is subject to receipt of funds from developers, which will prevent over spending with movement of spending authority to a child project contingent on the actual receipt or availability of funds, ensuring that it is tied to the funds received for each project. The authority granted by the attached ordinance is subject to certain restrictions. Specifically, the total amount of all transfers cannot exceed the annual appropriation for the programmable project, and each transfer is contingent upon the receipt of funds from the developer. Given the mid-year start of the program, it’s projected that the actual receipts and appropriations for Fiscal Year 2024 will be in the neighborhood of \$7,375,000.00.

Funding for this project was not included in the Fiscal Years 2024-2028 Capital Improvement Program (CIP) because funding for the program had not been determined at the time of its development. The actions in this M&C will amend the Fiscal Years 2024-2028 Capital Improvement Program as approved in connection with Ordinance 26453-09-2023.

Fund Name	FY 2024 Appropriations	Authority	Budget Change Increase	Revised FY2024 Budget
Small-Scale Infrastructure Program - City Project No. P00151	\$0.00	This M&C	\$14,700,000.00	\$14,700,000.00

This task order contract will serve current and future capital projects as-needed, and a funds availability verification will be performed by Development Services Contract Compliance Managers prior to task order assignment.

FUNDING: The maximum combined annual amount allowed under these engineering and design agreements will be \$2,000,000.00; however, the actual amount used will be based on the needs of the department and the available budget.

Additional Information Contact:

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