

# Mayor and Council Communication

DATE: 03/26/24

M&C FILE NUMBER: M&C 24-0246

LOG NAME: 20SWM PROGRAM PRIORITIZATION ASSIGNMENTS

## **SUBJECT**

(ALL) Authorize Execution of a Professional Services Agreement with Freese and Nichols, Inc. in the Amount of \$300,000.00 with One Renewal Option in the Amount Up to \$300,000.00 for Program Prioritization Assignments

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## **RECOMMENDATION:**

It is recommended that the City Council authorize execution of a Professional Services Agreement with Freese and Nichols, Inc. in the amount of \$300,000.00 with one renewal option in the amount up to \$300,000.00 for Program Prioritization Assignments (City Project No. 105234).

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## **DISCUSSION:**

The Professional Services Agreement recommended by this Mayor and Council Communication will provide professional engineering services for program prioritization assignments to ensure that the Transportation and Public Works Department, Stormwater Management Division's resources are invested in the opportunities that are in the best interest of the City of Fort Worth, Stormwater Program and community. Freese and Nichols, Inc. will strategically vet capital project and partnership opportunities while considering the strategic direction identified in the May 2018, Stormwater Management Program Master Plan (SWMPMP).

A key outcome of the 2018 SWMPMP was a better appreciation for the wide variety of factors that need to be understood in order to optimize the use of program resources to best meet community needs. This contract will help staff efficiently compile and process the key data needed to inform program decision making and optimization to ensure that the projects/initiatives that move forward for implementation have a sound technical and economic basis, are aligned with community goals, and are prioritized to optimize the use of program resources.

A Request for Qualifications (RFQ) for a variety of drainage engineering services was published in the *Fort Worth Star-Telegram* on July 29, 2021 and on August 5, 2021. Based on the results of the RFQ, Freese and Nichols, Inc., was selected as the most qualified consultant to perform this work based on published selection criteria services. The consultant, Freese and Nichols, Inc., proposes to perform the scope of work for this contract on a time and materials basis for a not-to-exceed fee of \$300,000.00. The City will issue individual task orders to authorize the consultant to perform work under this agreement until such time the contract funds in the amount of \$300,000.00 have been expended. The City, at its sole option, may renew this contract one time under the same terms and conditions. City staff considers this fee to be fair and reasonable for the anticipated services to be performed.

This contract will not result in any additional annual operating cost for the Transportation and Public Works (TPW) Stormwater Management Division.

Funding is budgeted in the Stormwater Capital Projects Fund for the TPW Dept Highway & Streets Department for the purpose of funding the Program Prioritization Assign project, as appropriated.

M/WBE Office – Freese and Nichols, Inc. is in compliance with the City's Business Equity Ordinance by committing to 3% MWBE participation on this project. The City's MWBE goal on this project is 3%.

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## **FISCAL INFORMATION / CERTIFICATION:**

The Director of Finance certifies that funds are available in the current capital budget, as previously appropriated, in the Stormwater Capital Projects Fund for the Project Prioritization Assign project to support the approval of the recommendation and execution of the agreement. Prior to any expenditure being incurred, the Transportation & Public Works Department has the responsibility to validate the availability of funds.

**Submitted for City Manager's Office by:**    Jessica McEachern    5804

**Originating Business Unit Head:**            Lauren Prieur            6035

**Additional Information Contact:**            Jennifer Dyke            2714