

# Mayor and Council Communication

**DATE:** 05/23/23

**M&C FILE NUMBER:** M&C 23-0390

**LOG NAME:** 06KH PROFESSIONAL SERVICES FOR STORMWATER AND FLOODPLAIN REVIEW

**SUBJECT**

(ALL) Authorize Execution of a Professional Services Agreement with Kimley-Horn and Associates, Inc. in an Amount Up to \$900,000.00 for Drainage and Floodplain Review Services for Fiscal Year 2023

---

**RECOMMENDATION:**

It is recommended that the City Council authorize execution of a Professional Services Agreement with Kimley-Horn and Associates, Inc. in an Amount Up to \$900,000.00 for Drainage and Floodplain review services for Fiscal Year 2023 with two renewal options.

---

**DISCUSSION:**

The Professional Services Agreement recommended by this Mayor and Council Communication is for drainage and floodplain review services associated with private development projects. Kimley-Horn and Associates, Inc. will augment staff to reduce the review time of the drainage and floodplain design component of private development projects.

In May 2021, the Transportation and Public Works Department (TPW), Stormwater Management Division, published a Request for Qualifications (RFQ) for various engineering consulting services. Fifteen consultants responded to the RFQ for the development review services area with Statements of Qualifications (SOQ). An evaluation by City staff subject matter experts from the Stormwater Management Division of TPW selected Kimley-Horn and Associates, Inc as one of the most qualified consultants to perform these services.

Kimley-Horn and Associates, Inc. proposes to perform this work on an on-call, time, and materials basis for a fee in an Amount Up to \$900,000.00. This contract is expected to provide 200 to 275 reviews over approximately 12 months, depending on the level of development activity.

Upon completion of this contract, there is no anticipated annual operation cost to the the Development Services and the Transportation & Public Works Department.

Funding is budgeted in the Development Services Department's rollup within the General Fund. The Fiscal Year 23 amount that can be spent is \$1,646,462.29.

This agreement may be renewed for two additional terms.

DVIN-BE: A waiver of the goal for Business Equity subcontracting requirements was requested, and approved by the DVIN, in accordance with the applicable Ordinance, because the purchase of goods or services is from sources where subcontracting or supplier opportunities are negligible

The project is located in ALL COUNCIL DISTRICTS.

---

**FISCAL INFORMATION / CERTIFICATION:**

The Director of Finance certifies that upon approval of the above recommendation and award of the contract, funds are available in the current operating budget, as appropriated, in the General Fund. Prior to any expenditure being incurred, the Development Services and the Transportation & Public Works Department has the responsibility to validate the availability of funds.

**Submitted for City Manager's Office by:** Dana Burghdoff 8018

**Originating Business Unit Head:** D.J. Harrell 8032

**Additional Information Contact:** Ty Thompson 2120