



MEMORANDUM

Council Agenda
Item No. IX. AW
8/16/2022

The City of OKLAHOMA CITY

TO: Mayor and City Council

FROM: Craig Freeman, City Manager

Amendment No. 1 to Contract for Engineering Services with Poe and Associates, Inc., Project MC-0697-D, civil engineering services. Wards 1, 2, 3, 4, 5, 6, 7 and 8.

Location:

Citywide

Background:

The City and its beneficiary trusts periodically require the services of a civil engineer. The Engineer will provide services including design, oversight and coordination of construction of streets or street widening, water, sanitary sewer or storm sewer facilities, and other civil engineering-related services. Also included are normal and/or periodic preventive minor and major repairs, emergency repairs and responses thereto. In conjunction with these duties, the Engineer may be required to prepare preliminary reports/final plans and specifications and/or perform bidding and construction administration services. As services are required, the scope of work will be negotiated and a work order will be issued. Services performed under this contract will be compensated using hourly rates as indicated in the Contract.

Subsequent to the execution of the original contract, it has been determined to be in the best interest of the City to include federal requirements to allow for funding of projects through the American Rescue Plan Act (ARPA). It has also been determined to add drone services to capture site video of projects, including footage before, during, and after completion of the project. On December 22, 2020, the City Council approved and re-established the Small and Disadvantaged Local Business Utilization (LBU) Program, and the requirements of the program must be included in the Contract. The original contract must be amended to incorporate the aforementioned federal requirements, drone services, and LBU Program requirements.

This contract is valid from the date of execution through until June 30, 2025.

Engineer:

Poe and Associates, Inc.

Engineering Fee:

\$750,000 per fiscal year (actual expenditures based on Consultant Civil Engineer's time invoiced at the hourly rates indicated in the contracts)

Estimated Construction Cost:

\$1,500,000 per project

Source of Funds:

General Funds, CIP Funds, Bond Funds, Trust Funds, and MAPS Funds, Drainage Utility Funds, Better Streets Safer City Funds

Review:

Public Works Department

Recommendation: Amendment be approved.