



RESOLUTION 2019-082

AUTHORIZING THE CITY MANAGER TO ENTER INTO A PROFESSIONAL SERVICES CONTRACT WITH KITTELSON & ASSOCIATES, INC. FOR THE DESIGN OF THE SW OREGON STREET IMPROVEMENTS & REGIONAL STORMWATER MANAGEMENT FACILITY

WHEREAS, the Regional Transportation Plan (RTP Project No.: 10699) and the City's Transportation System Plan (TSP Project No.: D8) identify improving SW Oregon Street to collector street standards between the railroad tracks at SW Langer Farms Parkway and the roundabout at SW Murdock Road; and

WHEREAS, the City's adopted Stormwater Master Plan (Storm Master Plan Project No.: 7A and 7B) identifies the design and construction of a regional facility that will manage and treat storm runoff as required by Clean Water Services (CWS) to meet the requirements of the National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4) permit for the mostly developed 100+ acre basin located upstream of the facility; and

WHEREAS, funding for the design of the SW Oregon Street Improvements and the Regional Stormwater Management Facility projects is identified in the City's adopted Capital Improvement Program (CIP) Plan as near-term priority project numbers T-9, SD-7A and SD-7B with design work to be completed during the current and pending fiscal years; and

WHEREAS, an official Request for Proposal (RFP) for professional design services was published in the Daily Journal of Commerce (DJC) on April 24 and 26, 2019 and was open to all consultants in compliance with the Qualifications Based Selection (QBS) procedures established by Oregon Administrative Rule (OAR) 137-048-0020 and Oregon Revised Statutes (ORS) 279A through 279C; and

WHEREAS, the City received three (3) proposals from qualified firms in response to the RFP that was issued under the Formal Selection Procedure per OAR 137-048-0220, which were reviewed, scored, and ranked, with all firms interviewed by City staff and the City's selection committee identifying the firm of Kittelson & Associates, Inc. as having the highest score; and

WHEREAS, an initial Scope of Work and Fee was prepared by Kittelson & Associates, Inc. and submitted to City staff for review and consideration; and

WHEREAS, City staff negotiated the final Scope-of-Work and associated Fee not-to-exceed \$674,850 for the required design work, which is attached to the Staff Report, with the City Manager authorized to increase the contract amount by up to \$50,000 (7.4%) to cover unforeseen issues.

NOW, THEREFORE, THE CITY OF SHERWOOD RESOLVES AS FOLLOWS:

Section 1. The City Manager is authorized to enter into a Contract for Professional Services with Kittelson & Associates, Inc., for the design of the SW Oregon Street Improvements and Regional Stormwater Management Facility projects, in the amount of \$674,850.

Section 2. The City Manager is also authorized to amend the Contract for Professional Services with Kittelson & Associates, Inc. up to an additional \$50,000 (7.4% of initial contract amount) to cover for unforeseen issues and unanticipated work.

Section 3. This Resolution shall be effective upon its approval and adoption.

Duly passed by the City Council this 19th of November, 2019.



Keith Mays, Mayor

Attest:



Sylvia Murphy, MMC, City Recorder