

<b>Meeting Date (?)</b>	07/12/2016
<b>Subject Matter* (?)</b>	Terracon Construction Materials Testing Contract Extension This must match rolling agenda entry
<b>Department of Origin*</b>	ENGINEERING DEVELOPMENT
<b>Submitted By*</b>	W. Paul Kaspar
<b>Type of Meeting*</b>	<input type="radio"/> BCD <input type="radio"/> Special <input checked="" type="radio"/> Regular
<b>Classification*</b>	<input type="radio"/> Public Hearing <input checked="" type="radio"/> Consent <input type="radio"/> Statutory <input type="radio"/> Regular
<b>Ordinance*</b>	<input checked="" type="radio"/> None <input type="radio"/> First Read <input type="radio"/> Second Read <input type="radio"/> First & Only Read
<b>Strategic Initiative*</b>	<input type="checkbox"/> Public Safety <input type="checkbox"/> Service <input checked="" type="checkbox"/> Economic Development <input checked="" type="checkbox"/> Infrastructure <input checked="" type="checkbox"/> Quality of Life
<b>Agenda Item Description*</b>	Consider an extension of a Professional Services contract with Terracon Consultants, Inc. for Geotechnical Engineering, Materials Testing and Construction Inspection Services in the not to exceed amount of \$100,000.00.
<b>Summary Statement*</b>	<p>The Engineering Department retains annual contracts with multiple firms to provide geotechnical engineering, materials testing, and construction inspection services to ensure proper construction of the City's infrastructure projects. The 2014 Request for Qualifications (RFQ) for this service received responses from six (6) interested firms, from which three (3) local firms were selected. Per City Council Action on June 24, 2014, Terracon was awarded a \$100,000.00 contract as the highest ranking firm from the RFQ review process. A \$50,000 contract to staff's second ranked firm, CME, and a \$15,000 contract to staff's third ranked firm, Gessner Engineering, were both executed at the City Manager level (i.e., within the City Manager's spending authority).</p> <p>The RFQ's were ranked by staff according to qualifications and past work experience, with a tie breaking preference going to local firms over non-local companies, which applied in the case of Gessner Engineering. The contract signed by these firms had an extension clause and staff has received letters back from those firms agreeing to extend the contracts for another year per the original terms. All of the letters are included in the attachment even though this City Council action is only for Terracon's extension.</p> <p>Over the past five years the City of Bryan spent on average \$95,361 per year with Terracon (ranging from \$67,500 to \$110,800), \$24,749 with CME (ranging from \$15,000 to \$35,000), and \$1,210 with Gessner Engineering. Having multiple testing labs enables the City to get the best service by splitting the work load amongst the firms. The initial contracts were for a one (1) year period with the option of extending the contract time for up to four (4) additional one (1) year terms, if agreed upon by both parties. This action will be the second extension of these contracts. The first extension of Terracon's contract was approved by City Council on August 25, 2015.</p> <p>All contracts will be a Blanket Purchase Orders (BPO), which means they do not encumber funds when the contract is approved. Funds are encumbered at the time an invoice is paid with the funding source being various sources that relate to the respective Capital Improvement Projects (CIP) for which the tests are performed. The contracts are not to exceed amounts with service fees paid at the respective fee schedule rates. Since this is a professional engineering services contract, State law prevents bidding of engineering services and requires firms be selected based on qualifications.</p>
<b>Staff Analysis &amp; Recommendation*</b>	Staff recommends approving the contract extension with Terracon Consultants, Inc. for Geotechnical Engineering, Materials Testing, and Construction Inspection Services for the not to exceed amount of \$100,000.00. The services provided are necessary for ensuring quality construction of the City's infrastructure and awarding a not to exceed contract allows multiple capital improvement projects to utilize this one testing contract.

**Options\***

(In Suggested Order of Staff Preference)

1. Approve the contract extension.
2. Approve the contract extension with a lower expenditure amount.
3. Do not approve the contract extension.

**Funding Source\***

Funds are budgeted in various funds, including but not limited to Transportation Fee, Drainage Fee, Bond Funds, General Fund (as used by each project), Water and Sewer Funds

**Attachments**

CMT Attachments.pdf

361.42KB

Please detail attachments and note attachments available for viewing in City Secretary's Office:

1. The single pdf file includes Terracon, CME, and Gessner Contract Extension Letters

**Dept. Head Signature**



JAYSON E. BARFRIGHT 06/26/16

**Deputy City Manager  
Signature**



Hugh R. Walker

**City Manager Signature**



**City Attorney Signature**



Thomas A. Leper