

**Requested Council Meeting Date: April 18, 2016
Council Bill No. 2016-120**

Item: Consulting Work Authorization with CJW Transportation Consultants for Professional Engineering Consulting Services

Originating Department: Public Works – Engineering

Attachments: 1) Work Authorization
2) Council Bill No. 2016-120

Department Head: Nicholas A. Heatherly
Finance Department: Leslie Haase
City Attorney: Peter C. Edwards
City Manager: Samuel L. Anselm

Recommended Action: Approval of a Work Authorization with CJW Transportation Consultants for Professional Engineering Consulting Services.

Background:

One of our key staff in the engineering department will be leaving for an extended tour of duty with the military. We need to be able to provide these engineering services during that time. This work will involve traffic engineering services as well as other general engineering services. The exact dates of his tour of duty are not known, but we expect he will leave sometime in May, 2016 and return in early April, 2017. In order to provide these services, we will need to hire a consultant. Funds for the position are coming from open positions in the engineering department. In the event that some of these positions are filled, the hours of service for this contract will be reduced.

Discussion: The city advertised in accordance with city procurement policy for on call consulting services in seven categories including Traffic Engineering Services. 10 firms expressed interested in providing these services. Three firms were selected to provide them using the qualifications based selection method as required by state statute. CJW Transportation Consultants was selected from that group as being best qualified to provide these particular services.

Recommendation: Staff recommends approval of a Work Authorization with CJW Transportation Consultants in the not to exceed the amount of \$115,920.00 for Professional Engineering Consulting Services be approved on an emergency basis per Section 2.12 (6) of the Joplin City Charter.