



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: *IIB7

Title:

Recommendation to Approve Professional Service Agreement for the Riverside Lift Station

Presenter:

Tim Wilson

Meeting: City Council

Date: October 5, 2020

Proposed Cost: \$1,389,000

Budgeted Amount: \$1,315,000

Not Budgeted:

Executive Summary *(if not budgeted please explain):*

Chairman Silkaitis requested that the Final RFQ Evaluation for the Riverside Lift Station Replacement Project be added for City Council review.

As requested of Tim Wilson during the Government Services Meeting (Agenda Item # 5.e.), please find attached the RFQ Results for the Riverside Lift Station Professional Services Agreement. I trust that the attached information will provide the additional detail the committee requested, but if not, please feel free to contact Peter Suhr or Tim Wilson before the City Council meeting where this item will be considered for final approval.

Attachments *(please list):*

- * Riverside Lift Station Replacement Project Final RFQ Evaluation
- * Resolution

Recommendation/Suggested Action *(briefly explain):*

Recommendation to approve Professional Services Agreement for the Riverside Lift Station Replacement to Trotter and Associates for \$1,389,000 and a Resolution authorizing the Mayor and Clerk to execute the same on the behalf of the City of St Charles.



Final RFQ Evaluation

**RFQ & Proposal: Design, Bid, and Construction Engineering:
Riverside Lift Station
Replacement Project # 1062**

Date: October 30, 2019

TO: Prospective Applicants

The Technical Evaluation Committee evaluated all proposals in strict accordance with the evaluation criteria set forth in the RFQ. The City will be moving forward with Step #2 of the RFQ. At this time the negotiation will commence with Trotter and Associates.

We want to thank you for your submittal and your interest in this engagement, and we look forward to your future participation in future RFQs for similar engagements.

Should you have any questions about this matter, please feel free to contact Tim Wilson.

iii) QBS Step 2 – Negotiating a Contract

1. The City selects the most qualified firm and negotiations begin.
2. If the proposed fee is fair and reasonable, a contract is awarded. In determining fair and reasonable cost, scope, complexity, professional nature, and estimated value of services should be considered.
3. If an agreement cannot be reached with the top-ranked firm, negotiations are terminated and the process begins with the next-most-qualified firm. This process continues until an agreement is reached.

Submittal Evaluation

Submitting Firm	Max Points 600
Trotter and Associates	535.5
Engineering Enterprises	491
Baxter & Woodman	471.25
Stanley Consultants	455
IMEG Corp.	339.5

City of St. Charles, Illinois
Resolution No. _____

**A Resolution to Approve a Professional Services Agreement to Trotter
and Associates, Inc. for the Riverside Lift Station in the amount of
\$1,389,000**

**Presented & Passed by the
City Council on October 5, 2020**

WHEREAS, the City received three (3) RFQ submissions on October 21, 2019;

THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of St. Charles, Kane and DuPage Counties, Illinois, that a Professional Services Agreement for the Riverside Lift Station be awarded to Trotter and Associates, Inc. in the amount of \$1,389,000.

PRESENTED to the City Council of the City of St. Charles, Illinois, this 5th day of October, 2020.

PASSED by the City Council of the City of St. Charles, Illinois, this 5th day of October, 2020.

APPROVED by the Mayor of the City of St. Charles, Illinois, this 5th day of October, 2020.

Raymond P. Rogina, Mayor

ATTEST:

City Clerk

COUNCIL VOTE:

Ayes:

Nays:

Absent:

Abstain: