

MEMORANDUM

Date: May 1, 2014

To: Mayor & City Council
Douglas Faseler, City Manager

From: Jose (Joe) Ramos, Jr., P.E., City Engineer

Re: Negotiation for Engineering Services
Statewide Transportation Enhancement Program (STEP) Project

In July 2013, the City of Seguin (City) was awarded funding through the Texas Transportation Commission for the 2012 Program Call of the Transportation Enhancement Program (TEP) for the College Street/Cedar Street Sidewalk Expansion and Jefferson Street Sidewalk Network Expansion projects.

The College Street/Cedar Street Sidewalk Expansion project scope is for the replacement and addition of approximately 1.6 miles of 5-foot wide sidewalks along College Street and Cedar Street and will effectively link Seguin High School and Weinert Elementary to the current library location and the downtown historic district. The Jefferson Street Sidewalk Expansion project scope is for the replacement and addition of approximately 1.2 miles of 5-foot wide sidewalks along West Nolte Street and along Jefferson Street, from Volunteer Street to Guadalupe Street and will effectively link the Hike and Bike trail, the 206 Reforestation and Restoration Project, the new library site and the Town Center and Jefferson Districts.

On February 18, 2014, City Council approved the Advanced Funding Agreement (AFA) between the City and the Texas Department of Transportation (TxDOT), and issued a Request for Qualification Statements (RFQ) to select a design firm for this project.

A total of nine RFQ's were received. The firms were solicited and ranked according to a scoring matrix that was approved by TxDOT. The top three (3) scoring firms were then interviewed by the City's Project Team for final selection. Based on that process, the project team has selected Klotz Associates. Klotz has provided a proposal in the amount of \$124,865.55.

Therefore, staff is requesting City Council approve a contract with Klotz Associates for engineering design of the projects in the amount of \$124,865.55. Funding is from the FY2014 General Fund and includes a portion of the City's 20% match. The remaining 20% match will be funded in the FY2015 General Fund Budget.

Once the project is designed and the necessary project documents are compiled, the project will be turned over to TxDOT for bidding and construction. When the project is completed, the City will accept it for maintenance.

Cc: Susan Caddell, Finance Director
Nate Garza, Projects Manager
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