



SLBE Contract Review Request

Date: April 10, 2020
To: Phillip Yelder, Human Relations Department
From: Amy Bunnell, Water Services Department

Project Number 60820043	Project Name Stormwater On-Call SLBE Design Professional Contract	
Contract ID Number SW420	Estimated Cost: ¹ \$160,000	Solicitation Date: 4/24/2020
Estimated Project Duration: up to six years		

Note: Click the box to select

Contract Category:	☐ Construction	☒ Design Professional	☐ Professional Services	☐ Service/Maintenance
	☐ Lease	☐ Non-Municipal Agency	☐ Concession	☐ Other Goods & Services
	☐ Other (Enter Type):			
Funding:	☒ City			
	☐ Other:			

PREVAILING WAGE APPLICABLE? ☐ YES ☒ NO

Description of work: (Complete Page 2, Scope of Services) On-call engineering services on a work order basis to assist on individual projects for surveying, drafting, hydrology, hydraulics, civil engineering, geotechnical, construction management, construction inspection, and vegetated stormwater best management practices (BMPs). Projects and scope for individual work orders are unknown at this time, and this contract is needed to provide technical assistance on a project-by-project basis as they are approved and funded.

cc:

FOR HUMAN RELATIONS DEPARTMENT USE ONLY:	
☒ SLBE Limited Solicitation (Following a selection, enter Contractor Information below and forward a copy to HRD.)	
☐ Bid Incentive: ² _____ %	(Following a selection, enter Contractor Information and forward a copy to HRD.)
☐ Pre-Payment: ³ _____ %	☐ Yes ☐ No
☐ Exempt	
Human Relations Department	Date: 06/10/20
FOR DEPARTMENT USE ONLY - CONTRACTOR INFORMATION:	
Enter selected firm below and return a copy of this page to HRD.	
Company:	_____
Vendor No.:	_____
Contact:	_____
Address:	_____
Phone:	_____
Contract Value:	\$ _____
Department	Date:

¹ Construction or construction supply contract estimated less than \$300,000 or non-construction contract less than \$160,000.

² Bid incentive not to exceed 5% and not applicable to any contract requiring the payment of prevailing wages.

³ Pre-Payment of up to 10% of the contract amount to be paid by City upon NTP as set out in the contract documents.