

MEMORANDUM

TO: City Council

FROM: Alfred D. Lott, City Manager

SUBJECT: Architect/Engineering Open End Contract
Category 11-Planning and Administrative for A/E Services
RFP/Task Order #11-01 On-Site Project Management Assistance
Resolution R-2-22

DATE: February 3, 2022

On January 7, 2019 and February 4, 2019, the City entered into an Architect/Engineering Open End Agreement for Category 11-Planning and Administrative for A/E Services with KCI Technologies, Inc. (KCI) of Sparks, Maryland, Rummel, Klepper & Kahl, LLP (RK&K), of Baltimore, MD and Hill International, Inc. (Hill) of Glen Burnie, MD. Professional Services delivered through these Agreements are negotiated and procured on a Task Order basis as the City's needs arise.

On January 19, 2022, the Public Works Department advertised a Notice of Intent to Negotiate with KCI and RK&K for Task Order/RFP#11-01 On-Site Project Management Assistance under the Architect/Engineering Open End Agreement. Proposals were received from KCI and RK&K. A Proposal was accepted from KCI for this task and selected based on past experience and qualifications, cost, capacity to perform in a timely manner and understanding of the scope of services.

In accordance with City Charter Section 61(b)(4), a fee of \$149,360.28 for the required services was negotiated. This Project is not listed in the FY22 Budget, however a supplemental budget request will be submitted prior to end of FY2022. The funding will be split between Engineering Support Budgets for Administrative (80%-\$119,488.22), Water (10%-\$14,936.03) and Sewer (10%-\$14,936.03).

The Public Works Department recommends that Council authorize the issuance of a Purchase Order to KCI for Task Order/RFP#11-01 pursuant to the Master Contract approved on January 7, 2019.

I concur with the recommendation of the Public Works Department and request your approval of Resolution R-2-22.

ADL:JA:cs

RESOLUTION
OF THE COUNCIL OF THE CITY OF BOWIE, MARYLAND
AUTHORIZING THE ISSUANCE OF A PURCHASE ORDER TO KCI
TECHNOLOGIES, INC. FOR TASK ORDER/RFP#11-01 IN ACCORDANCE WITH
THE MASTER CONTRACT APPROVED ON JANUARY 7, 2019

WHEREAS, on January 19, 2022, the Public Works Department advertised a Notice of Intent to Negotiate for RFP/Task Order# 11-01 On-Site Project Management Assistance; and

WHEREAS, there are three (3) firms which have open ended professional services agreements with the City for Planning and Administrative for A/E Services. These firms include KCI Technologies, Inc. (KCI) of Sparks, Maryland, Rummel, Klepper & Kahl, LLP (RK&K), of Baltimore, MD and Hill International, Inc. of Glen Burnie, MD; and

WHEREAS, for this Task, the City issued a RFP and received Proposals from KCI & RK&K. The Proposal was accepted from KCI for this task and selected based on past experience and qualifications, cost, capacity to perform in a timely manner and understanding of the scope of services; and

WHEREAS, in accordance with City Charter 61(b)(4) a fee of \$149,360.28 for the required services was negotiated. This Project is not listed in the FY22 Budget, however a supplemental budget request will be submitted prior to end of FY2022. The funding will be split between Engineering Support Budgets for Administrative (80%-\$119,488.22), Water (10%-\$14,936.03) and Sewer (10%-\$14,936.03).

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Bowie, Maryland that the Council authorizes the issuance of a Purchase Order to KCI Technologies, Inc. for Task Order/RFP#11-01 pursuant to the Master Contract approved on January 7, 2019.

INTRODUCED AND PASSED by the Council of the City of Bowie, Maryland at a meeting on February 7, 2022.

ATTEST:

THE CITY OF BOWIE, MARYLAND

Awilda Hernandez
City Clerk

Timothy J. Adams
Mayor