



---

**DATE:** June 10, 2019  
**TO:** Honorable Mayor and City Councilmembers  
**FROM:** Dave Perrault, City Administrator  
**SUBJECT:** SEH Proposal for Public Works Director/City Engineer Services

<b>Budgeted Amount:</b> \$77,886	<b>Estimated Amount:</b> \$65,520	<b>Funding Source:</b> General Fund
-------------------------------------	--------------------------------------	--

---

**Council Should Consider**

The Council should consider approving the attached proposal with SEH for Public Works Director/City Engineer services.

**Background**

Following the resignation of its previous Public Works Director/City Engineer in March of 2019, the City has had a vacancy for a Public Works Director/City Engineer. The role was being filled on an interim basis by the previous Public Works Director/City Engineer on behalf of WSB. Following a search for a new director, the City decided to not move forward in the hiring process and instead seek out a consultant to fill this role for a period of at least six months, while the City reviews the position and evaluates how best to move forward. The City reached out to seven consultants for proposals (WSB, SEH, Bolton and Menk, AE2S, TKDA, Ulteig, and Stantec) and received five proposals. Following a review of the proposals by the Personnel Committee, two consultants were brought forward, WSB and SEH. The City Council interviewed the consultants on June 3, 2019, and directed staff to bring forward SEH to fill the role. SEH was determined to be the best value based on staff consistency, background and experience. SEH will be using Todd Blomstrom to fill this role. Mr. Blomstrom has previous Public Works Director/City Engineer experience with the cities of Apple Valley and Brooklyn Center, and most recently with Larimer County in Colorado.

**Budget Impact**

The proposal put forward by SEH at \$10,920 per month, is less than what the City has budgeted for a full-time employee for salary and benefits (\$12,981 per month), and will be split approximately thirty percent in the General Fund and seventy percent spread across other funds.

## **Attachments**

Attachment A: SEH Proposal for Public Works Director/City Engineering Services

Attachment B: SEH Master Agreement for Professional Services