



MEMORANDUM

DATE: February 13, 2023
TO: Honorable Mayor and City Councilmembers
FROM: David Swearingen, P.E. Public Works Director / City Engineer
SUBJECT: HR Green for On-Call Professional Engineering Services Contract

Budgeted Amount:	Actual Amount:	Funding Source:
\$25,000	\$25,000	General and Utility Funds

Council Should Consider

Motions to approve, table, or deny the following:

- A contract with HR Green for on-call professional engineering services for the City.

Background

On February 22, 2021, the City Council entered into a contract with HR Green for on-call professional engineering services for the City. The On-Call Services have proven to be beneficial to staff as HR Green provides a deep bench of various engineering categories to assist staff in decision making and planning.

HR Green provided the City with a contract for services through 2023 (see Attachment A). The rates provided by HR Green are competitive with rates the City has previously received for engineering services. HR Green will provide services at the discretion of the City Administrator and Public Works Director / City Engineer on an as-needed basis. Staff recommends approving the contract with HR Green for the year 2023.

Budget Impact

The City has \$25,000 budgeted for general on-call engineering services, a portion of this will have been expended for on-call services in January and February. Assistance by HR Green would be “as needed” and not on a consistent basis. Should expenditures relating to general on-call services exceed \$25,000 following this approval, Staff would bring any additional expenditures back to Council for additional approval.

Attachments

Attachment A: Contract for On-Call Engineering Services by HR Green