



Meeting Date: July 18, 2016

Consent Docket Item: 4-g

Report No.: CC-16-92

Department: Transportation

Subject: Renewal of On-Call Engineering Contract for FY 2017

Budget Impact Sufficient funds are available and designated within the FY17 Transportation Department Budget for the professional services to be provided under the contract. The primary sources for funding these expenditures are the ½-Cent Transportation Sales Tax Fund, General Fund and the Transportation Fee Fund.

Prior Council Action or Part of an Approved Project: Yes

Related Items: <http://stillwater.org/agendas/2014/agenda.php?g=1&a=1129>

Alternatives: 1. Approve the second one-year extension with Olsson Associates
2. Do not approve the extension and give staff alternate direction.

Recommendation: It is recommended that the Council approve the second one-year extension of the professional services agreement with Olsson Associates, authorize staff to execute the agreement, and authorize expenditures up to \$1,460,000 for services performed under the contract.

Prepared by: Sharla Lovern, Interim Transportation Director

Background Information: On September 4, 2014, the Council awarded a professional services contract to Olsson Associates. To date, the FY15 contract amount adjusted for completion is \$1,094,308 and the FY16 contract amount adjusted for completion is \$1,123,888. It is very likely that when completed, the contract amount adjusted for completion for FY17 will fall below the \$1,480,000 requested expenditure limit. Olsson Associates has exceeded expectations of the requested contract services by meeting desired deadlines and completing task orders under budget.