



# City of Pflugerville

## Legislation Details (With Text)

**File #:** 2023-0492    **Version:** 1    **Name:**  
**Type:** Agenda Item    **Status:** Approved  
**File created:** 5/15/2023    **In control:** Engineering Dept  
**On agenda:** 5/23/2023    **Final action:** 5/23/2023  
**Title:** Approving a professional services agreement with Freese & Nichols Inc. in the amount of \$120,000 for procurement support services, and authorizing the City Manager to execute same.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. PSA for FNI- On- Call Procurement Services.docx

Date	Ver.	Action By	Action	Result
5/23/2023	1	City Council	Approved	Pass

Approving a professional services agreement with Freese & Nichols Inc. in the amount of \$120,000 for procurement support services, and authorizing the City Manager to execute same.

The proposed professional services agreement with Freese & Nichols Inc. (FNI) in the amount of \$120,000 will professional procurement services support for the CIP Engineering and Finance Purchasing Departments associated with the bid phase of various capital improvement projects. This item supports the infrastructure pillar of the Strategic Plan, by supporting bidding of capital improvement projects which improve the City's infrastructure to meet current and future needs.

Both the CIP Engineering Department and Finance Purchasing Division have vacancies that could impact the service level during critical activities such as the procurement of construction services. The proposed contract provides assistance to both departments and is a temporary stop gap nature service, and once staffing vacancies are filled, this contract will be re-evaluated.

The professional services contract will include: assistance in review of procurement procedures and documents; procurement support for various capital improvement construction projects in accordance with State of Texas law such as: advertisement with local publications, electronic bidding, pre-bid and bid opening conferences; the management of questions and addenda during the bid phase; preparing, receiving, and evaluating requests for bids and proposals on a predictable and timely basis; obtain the most favorable pricing and highest quality deliverables consistent with construction contract terms and evaluating contractor service reputation. The work covered by this contract is to be issued by Task order authorization. Each authorization will include a scope and fee associated with the work and if related to a capital project, the costs will be attributed to that capital project, or if general in scope, to be funded from the operational budget.

### Prior City Council Action

None.

### Deadline for City Council Action

Action is requested on May 23, 2023

**Funding Expected:** Revenue ☐ Expenditure ☐ N/A ☒

**Budgeted Item:** Yes ☐ No ☐ N/A ☒ SSS

**Amount:** \$120,000

**1295 Form Required?** Yes ☒ No ☐

**Legal Review Required:** N/A ☐ Required ☒ Date Completed: \_\_\_\_\_

**Supporting documents attached:**

Professional Services Agreement

**Recommended Action**

Approve a Professional Services Agreement with Freese and Nichols Inc , Inc. in the amount of \$120,000.00 for procurement support services and authorizing the City Manager to execute same.