



City of Pflugerville

Legislation Text

File #: 2019-7908, **Version:** 1

Approving the selection of Plus Six Engineering, LLC to provide Staff Augmentation services and authorizing the City Manager to enter into an agreement in the amount of \$366,850.

The Engineering Department has six (6) engineering positions vacant in the Development and CIP divisions. As a means to maintain production, Engineering Department requests to utilize temporary staff of professional engineering firms for six months, up to a year, until permanent staff hired. To keep projects moving forward, the City solicited requests for qualifications from engineering firms to assist with engineering staff augmentation services.

City staff received six (6) statements of qualifications (SOQs) on September 19, 2019, reviewed and scored by a scoring committee of three staff members. Plus Six Engineering, LLC is one of the two firms selected by the scoring committee to assist the City with engineering staff augmentation services and was selected to assist the Development Division. This contract will continue for up to one year with the option to extend or until the Engineering department staffed adequately.

The scope includes these key areas:

- Manage Development Engineering projects including preliminary plans, site plans, plats, and construction plans
- Assists the Development Engineering Assistant City Engineer with updates to ordinances, changes in the Unified Development Code as needs and updates to the Engineering Design Manual and construction Standards as needed
- Coordinate with other City departments including but not limited to Development Services and Public Works on all projects that will affect these departments;
- Assist the Development Engineering Assistant City Engineer with reports, delegation of projects and with City Council/Planning and Zoning meetings/agendas including internal department meetings;
- Provides support with city inspectors for any field related/job site issues
- Works with Environmental Specialist on the City of Pflugerville's MS4 permit, including compliance with state and federal regulations;
- Communicate with other local, state, and federal regulatory agencies and residents
- Interpret, amend, or update codes and standards as assigned; remain current regarding developing trends and changes in federal, state, and local regulatory practices;
- Prepare/review conceptual/preliminary designs
- Conduct site evaluation
- Assist staff with reviews of engineering reports and documents

Plus Six Engineering, LLC Inc. will not assist the City with any projects their firm is contracted for

design.

The staff augmentation services will require a budget amendment.

Prior City Council Action

NA

Deadline for City Council Action

Action is requested on October 22, 2019.

Funding Expected: Revenue ☐ Expenditure ☒ N/A ☐

Budgeted Item: Yes ☐ No ☒ N/A ☐

Amount: \$366,850.00

1295 Form Required? Yes ☒ No ☐

Legal Review Required: N/A ☐ Required ☒ Date Completed: 10/16/19

Supporting documents attached:

Professional Services Agreement

Recommended Action

Approving the selection of Plus Six Engineering, LLC to provide Staff Augmentation services and authorizing the City Manager to enter into an agreement in the amount of \$366,850.00