



Council Communication No. 97-310

SYNOPSIS –

A Professional Services Agreement has been negotiated with Kirkham Michael, 11021 Aurora Avenue, Urbandale, Iowa 50322, Ronald D. Less, Vice-President, for right-of-way acquisition services for the Merle Hay Road Sanitary Sewer Project. Services by the consultant include: preparation of acquisition plan; Phase I Site Environmental appraisal and appraisal review of the easements to be acquired; preparation of acquisition documents; contacts and negotiation with the property owners to obtain signatures; obtain all title-clearing documents; provide right-of-way project management and weekly status reports; and establish, maintain, and deliver all parcel files to the City upon completion of the work.

FISCAL IMPACT –

Compensation to the consultant shall be at the rates stipulated in the agreement not to exceed \$30,225. Funds for this project are included in the adopted 1997-98 CIP, page 229, Merle Hay Road Sanitary Sewer, Fund Code 371369.

RECOMMENDATION –

Approve Professional Services Agreement with Kirkham Michael.

BACKGROUND –

On November 6, 1995, by Roll Call No. 95-4137, the City Council authorized the City Manager to proceed with design and right-of-way acquisition for the Merle Hay Road Sanitary Sewer. A Request for Proposals (RFP) was sent to local firms or firms with local offices that were thought to be interested in assisting the City in right-of-way acquisition. As a result of this RFP, three proposals were received– from Kirkham Michael, Hubbell Commercial, and W. D. Schock. Based upon the merits of the information provided in the proposals, the Selection Committee selected Kirkham Michael as being the most qualified to perform right-of-way acquisition services for this project.