


COUNCIL COMMUNICATION

	Number: 21-264	Meeting: June 14, 2021
	Agenda Item: 10	Roll Call: [_____]
	Submitted by: Steven L. Naber, P.E., City Engineer	

AGENDA HEADING:

Approving exception to Request for Proposals (RFP) process for good cause and approving Professional Services Agreement (PSA) with Calhoun-Burns and Associates, Inc. for professional services for City-Wide Bridge Evaluation – 2021, not to exceed \$220,000.

SYNOPSIS:

Recommend approval of exception to the Engineering Department’s RFP process for good cause and approval of the PSA with Calhoun-Burns (Michael Vander Wert, President, 1500 30th Street, West Des Moines, Iowa, 50266), for a total cost not to exceed \$220,000, based on hourly rates, to provide professional services for the City-Wide Bridge Evaluation – 2021.

FISCAL IMPACT:

Amount: \$220,000

Funding Source: 2021-2022 CIP, Page 19, Citywide Bridges, BR003, Gaming Monies.

ADDITIONAL INFORMATION:

- The 1968 passing of the Federal Highway Act by Congress, U.S. Code Title 23, Section 151 set forth the requirement to establish the National Bridge Inspection Standards (NBIS). The NBIS govern how the nation’s bridges are inspected, load rated, and maintained. In 1978, the NBIS was extended to include all public bridges regardless of whether they were on the Federal-aid highway system. Therefore, all states are required to perform periodic inspections of bridges greater than 20-feet in span length on at least a biennial basis. The State of Iowa has delegated inspection duties to local agencies that have bridges under their jurisdiction through Iowa Code section 314.18.
- The City-Wide Bridge Evaluation – 2021 will provide for a detailed inspection of 52 bridges, 25 culverts, and 22 pedestrian bridges. The consultant will perform a field inspection of each structure to determine its structural condition and identify any needed repair or rehabilitation work. Iowa Structure Inventory and Appraisal Sheets, in accordance with the NBIS established by the Federal Highway Administration, will be prepared for each applicable structure and appropriate information and approvals will be recorded in the Iowa Department of Transportation (IDOT) Structure Inventory and Inspection Management System database.

- The City will also receive a comprehensive report identifying the condition of each bridge and providing recommendations for repair, rehabilitation, and replacement for each structure, and probable construction costs for a 10-year implementation plan.
- Calhoun-Burns was selected to perform the bridge evaluation based on their extensive expertise and experience. Calhoun-Burns has completed these biennial inspections for the City since 2005. The City Engineer recommends that good cause exists to exempt the procurement of these services from the RFP procurement process, including advertisement, due to the inherent knowledge possessed by Calhoun Burns, and that Calhoun-Burns has successfully completed their past assignments and have a good track record with performing these services for the City, as well as maintain extensive statewide experience with bridge inspection programs and have an established relationship with the IDOT.
- For these reasons, staff has negotiated a PSA with Calhoun-Burns, for a total cost not to exceed \$220,000, based on hourly rates, to provide professional services.

PREVIOUS COUNCIL ACTION(S):

Date: May 6, 2019

Roll Call Number: [19-0697](#)

Action: [Approving](#) exception to request for proposals process for good cause and approving Professional Services Agreement with Calhoun-Burns and Associates, Inc. for City-Wide Bridge Evaluation - 2019, not to exceed \$214,000. ([Council Communication No. 19-196](#)) Moved by Gatto to adopt. Motion Carried 7-0.

BOARD/COMMISSION ACTION(S): NONE**ANTICIPATED ACTIONS AND FUTURE COMMITMENTS:**

City staff does not anticipate any future Council actions on this PSA at this time; however, unanticipated changes to this PSA would require a Supplemental Agreement, which may require Council action.

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