



# SLBE Contract Review Request

Date: April 10, 2020  
 To: Phillip Yelder, Human Relations Department  
 From: Amy Bunnell, Water Services Department

<b>Project Number</b> 60820043	<b>Project Name</b> Stormwater On-Call SLBE Design Professional Contract	
<b>Contract ID Number</b> SW420	<b>Estimated Cost:</b> <sup>1</sup> \$160,000	<b>Solicitation Date:</b> 4/24/2020
<b>Estimated Project Duration:</b> up to six years		

Note: Click the box to select

Contract Category:	<input type="checkbox"/> Construction	<input checked="" type="checkbox"/> Design Professional	<input type="checkbox"/> Professional Services	<input type="checkbox"/> Service/Maintenance
	<input type="checkbox"/> Lease	<input type="checkbox"/> Non-Municipal Agency	<input type="checkbox"/> Concession	<input type="checkbox"/> Other Goods & Services
	<input type="checkbox"/> Other (Enter Type):			
Funding:	<input checked="" type="checkbox"/> City	<input type="checkbox"/> Other:		

PREVAILING WAGE APPLICABLE?  YES  NO

**Description of work: (Complete Page 2, Scope of Services)** On-call engineering services on a work order basis to assist on individual projects for surveying, drafting, hydrology, hydraulics, civil engineering, geotechnical, construction management, construction inspection, and vegetated stormwater best management practices (BMPs). Projects and scope for individual work orders are unknown at this time, and this contract is needed to provide technical assistance on a project-by-project basis as they are approved and funded.

cc:

<b>FOR HUMAN RELATIONS DEPARTMENT USE ONLY:</b>	
<input checked="" type="checkbox"/> SLBE Limited Solicitation (Following a selection, enter Contractor Information below and forward a copy to HRD.)	
<input type="checkbox"/> Bid Incentive - <sup>2</sup> _____ %	(Following a selection, enter Contractor Information and forward a copy to HRD.)
<input type="checkbox"/> Pre-Payment - <sup>3</sup> _____ %	<input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/> Exempt	
Human Relations Department	Date: <u>06/10/20</u>
<b>FOR DEPARTMENT USE ONLY - CONTRACTOR INFORMATION:</b>	
Enter selected firm below and return a copy of this page to HRD.	
Company:	_____
Vendor No.:	_____
Contact:	_____
Address:	_____
Phone:	_____
Contract Value:	\$ _____
Department	Date:

<sup>1</sup> Construction or construction supply contract estimated less than \$300,000 or non-construction contract less than \$160,000.  
<sup>2</sup> Bid incentive not to exceed 5% and not applicable to any contract requiring the payment of prevailing wages.  
<sup>3</sup> Pre-Payment of up to 10% of the contract amount to be paid by City upon NTP as set out in the contract documents.