

Subject: Motion to Re-open & Extend Time Period for Soliciting and Accepting Statements of Qualifications for City Engineering Services

Proposed Council Action:

Pass Motion to Re-Open SOQ Process to Solicit and Obtain additional SOQs for City Engineering Services.

Dept. Origin: Mayor's Office
Prepared by: Jennifer Robertson
 City Attorney's Office
For Agenda of: November 7, 2017
Exhibits: None.

	Initial & Date
Concurred by Mayor:	_____
Approved/form by City Atty:	<u>JSR /10-30-17</u>
Approved by City Engineer:	_____
Approved by Department Head:	_____

INFORMATION / BACKGROUND

Procedure for hiring engineers. State law specifies a process for hiring engineers as consultants. Chapter 39.80 RCW governs this type of contract for engineering services. Under RCW 39.80.030, Ruston is required to publish an announcement for the seeking of professional services when it is for architectural or engineering services. Chapter 39.80 RCW requires that a city publish its need for architectural or engineering services in advance, concisely stating the general scope and nature of the project or work for which services are required. The notice must also provide the address of a representative of the city who can provide additional details. Compliance with this requirement may be accomplished by either: (1) publishing an announcement each time the service is needed; or (2) announcing generally to the public the city's projected requirements for any category or type of engineering or architectural service.

In compliance with State law, the City recently advertised for City Engineering services. The period for responding to this SOQ expired on October 20, 2017. The City received two responses for City Engineering services. In order to gather a larger pool of qualified engineers for this position, the Mayor recommends re-opening the City Engineering SOQ and re-advertising, including sending the notice to many engineering firms in the area. The City would then review any new responses, along with the prior responses, in determining the "most qualified" firm to serve as City Engineer.

FISCAL CONSIDERATION

None.

RECOMMENDATION / MOTION

Re-open SOQ process to expand pool of qualified engineers for City Engineer position.

MOTION: I move to re-open and extend the SOQ process for seeking City Engineering services in accordance with State law.