

TO: MAYOR AND CITY COUNCIL

FROM: NEIL JENSEN, City Administrator

SUBJECT: Request for Proposals Engineering Services

MEETING DATE: May 19, 2020

BACKGROUND:

It is my understanding that engineering services has been talked about on several different occasions. Mayor Althoff has requested to have Request for Proposals for Engineering Services placed on the agenda for discussion.

I have found an RFP from 2006 in a file. This may have been the last time Cannon Falls has reviewed engineering services.

If City Council wants to send out RFP's for Professional Engineering Services, I will draft one for the next meeting for review and approval.

STAFF RECOMMENDATION

It has been 14 years since the city has requested proposals from engineering consultants. Has the time come to check with area engineering firms for prices, services and other products that engineering consultants can provide? If so then an RFP for Professional Engineering Services is warranted.

If you are satisfied with your current engineer then a updated contract should be requested for review and approval.

REQUESTED COUNCIL ACTION

Based on the discussion of the council a motion to seek "Request for Proposals" for Professional Engineering Services is requested.

If the City Council is OK with the current firm (SEH) then a motion should be in order to request a contract for review and approval.