

ITEM #: 20
DATE: 05-14-24
DEPT: PW

COUNCIL ACTION FORM

SUBJECT: **PROFESSIONAL SERVICES AGREEMENT WITH HR GREEN, INC. OF
JOHNSTON, IOWA FOR THE INTELLIGENT TRANSPORTATION SYSTEMS
PROGRAM (PHASE 4)**

BACKGROUND:

The Intelligent Transportation System (ITS) Program is a project that will implement real-time optimization of traffic and pedestrian flow at signalized intersections. The FY 2024/25 Capital Improvements Plan (CIP) includes the design and construction of Phase 4 of the City's ITS Master Plan. Phase 4 covers the southwest quadrant of town; including Lincoln Way, South Dakota Ave, and Mortensen Road as shown in the attached map.

The design team of HR Green, Inc. and GBASI has designed all three previous phases of the ITS Program. Staff issued an RFP for the design of Phase 3 in January 2023. One proposal was received from the team of HR Green, Inc. and GBASI. In an effort to eliminate the time and costs needed to prepare a proposal, which would be recouped in project fees, staff has negotiated a contract with HR Green, Inc. and GBASI for standard design services for Phase 4 of the ITS Program. Approval of this agreement will require waiving the Purchasing Policies and Procedures requirement for competitive proposals.

The table below provides the revenues and expenses for the project:

Revenues		Expenses	
ICAAP	\$1,521,280	Design	\$241,150
Road Use Tax	\$558,900	Administration	\$50,000
G.O. Bonds	\$476,100	Construction	\$1,901,600
Total	\$2,556,280	Total	\$2,192,750

ALTERNATIVES:

1. Waive the Purchasing Policies and Procedures requirement for competitive proposals and approve the Professional Services Agreement with HR Green, Inc. of Johnston, Iowa for the Intelligent Transportation Systems Program (Phase 4) in an amount not to exceed \$241,150.
2. Direct staff to solicit competitive proposals for this engineering work.

CITY MANAGER'S RECOMMENDED ACTION:

This design team has designed the previous three phases of the ITS project. Staff has been satisfied with the prior work and the value provided by the firms. No other firms submitted a proposal for Phase 3 design services, so staff is not confident that a competitive process for Phase 4 design services would yield an improved result. Proceeding with this professional service agreement will allow the work to get underway more quickly, and at a price that staff believes is reasonable for the scope of the work. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1,

as noted above.

ATTACHMENT(S):

[ITS Phase 4 Map.pdf](#)