

Memorandum

REPORT TO: City Commission

FROM: Lance Lehigh, Development Review Engineer
Shawn Kohtz, City Engineer
Mitch Reister, Director of Public Works

SUBJECT: Authorize the City Manager to Sign the Professional Service Agreement with the Morrison-Maierle / DOWL Engineering Team for the Design Standards Update

MEETING DATE: December 22, 2020

AGENDA ITEM TYPE: Agreement - Vendor/Contract

RECOMMENDATION: Authorize the City Manager to sign the Professional Service Agreement for the Engineering Design Standards Update with Morrison Maierle / DOWL Engineering team.

STRATEGIC PLAN: 4.3 Strategic Infrastructure Choices: Prioritize long-term investment and maintenance for existing and new infrastructure.

BACKGROUND: Bozeman remains a safe, inclusive community, fostering civic engagement and creativity, with a thriving diversified economy, a strong environmental ethic, and a high quality of life as our community grows and changes. The City works hard every day to provide critical services to the community including clean water, safe streets and thoughtful development.

On April 16, 2018 the Bozeman City Commission formally adopted the Bozeman Strategic Plan (Plan), which is intended to focus on outcomes over the next 2-5 years. Section 4 of the Plan, a Well-Planned City, lays out guidance to proactively address growth-related changes will continuing to honor the “Bozeman Feel”.

Acknowledging these growth-related changes, an update to the City’s Design Standards and Specifications Policy (DSSP) as well as City Modifications to the Montana Public Works Standard Specifications (City Modifications) is imperative as the City has matured, a wide range of development has occurred, and design trends and best practices have evolved. The DSSP was formally adopted in 2004 and has been updated via addendums over the last 16 years. The City recognizes that there have been advancements in relevant published design guidance, best practices, construction materials and techniques, and state/federal requirements. A primary objective of the update is to build off of what the City has created and modernize these documents to reflect, amongst other things, design

criteria recommendations from the City's facility plans, consistency with minimum regulatory requirements (DEQ Circulars, MUTCD, etc.), and significant changes in stormwater drainage policy stemming from the City's Municipal Separate Storm Sewer System (MS4) discharge permit. The City Modifications were created to standardize certain construction materials and specifications and address unique requirements which are currently not addressed in the "Montana Public Works Standard Specifications" (MPWSS), sixth edition, April 2010. Where a City modification to MPWSS does not exist for a particular Section of MPWSS the work is to be completed in accordance with the appropriate MPWSS Section. When a City modification to the MPWSS does exist the requirements of that modification supersede the related MPWSS requirement. The same holds true for City Standard Drawings; however, there are some Standard Drawings that do not replace or supersede the MPWSS but are additional drawings created specifically for the City. Development review applications and any concomitant public infrastructure have been evaluated based on consistency with the DSSP and City Modifications.

The overarching function of the DSSP and City Modifications update is to protect public health and safety, provide for clear design criteria, review procedures and inspection requirements, and generally promote operational efficiency and continuity while minimizing overall lifecycle cost of public infrastructure.

Lastly, the update will evaluate and identify areas within the DSSP and City Modifications that could be potentially be modified to promote affordable housing while not causing the standards to be incongruent with other State or Federal regulations, compromising public health or safety, or creating dramatic increases in lifecycle costs.

The update is anticipated to be completed in two phases (Phase 1 and Phase 2). Phase 1, covered within the attached scope of services, will be primarily focused on establishing a baseline for the overall update, obtaining targeted stakeholder input, and developing draft storm drainage design standards. The storm drainage design standards are time critical given the City's MS4 permit requirements. Phase 2 will build off of Phase 1 and will generally consist of completing the DSSP and City Modifications update, further evaluation of affordable housing in relation to the proposed changes, presenting the updates to the City Commission, and ultimately the adoption and implementation of the new design documents. Phase 2 was not funded in the current fiscal year, but will be included in the FY22 proposed budget.

The City sought proposals for this update and received two submittals. Staff determined the Morrison-Maierle / DOWL Engineering team to be the most qualified consultant.

UNRESOLVED ISSUES: None.

ALTERNATIVES: As determined by the Commission.

FISCAL EFFECTS: The 2021 approved Engineering operating budget includes \$80,000 for Phase 1 of the design standards update.

Attachments:

[Professional Services Agreement with Attachments](#)

Report compiled on: December 10, 2020