



Agenda Item Report

Legislative Board: City Council
Date: December 16, 2025
Contact: Angela Kennedy, Director
Agenda Item ID / Number: 2025-1070- / H.4

ITEM TITLE: Deliberation and possible action to authorize the City Manager to execute a Master Services Agreement with BGE, Inc. utilizing pre-qualified consultant list (Resolution #2024-R-48) for General Engineering Services in an amount not to exceed \$1,200,000.00 (Development Services Director/ City Engineer Angela Kennedy and Purchasing Manager Nicole Turner) [PUBLIC TESTIMONY]

1. EXECUTIVE SUMMARY

BGE, Inc. is one of the firms on the approved 2025 GEC list. The City is seeking to contract with BGE for third-party construction inspection services for CIP and large private residential and commercial development projects. This Master Services Agreement (MSA) is the first step in authorizing the task order for these services. The total value of the proposed contract is \$1,200,000.00, although services to be provided under this contract will be authorized by separate Task Order approved by the City Manager.

2. BACKGROUND/HISTORY

On November 6, 2024, City Council approved a list of prequalified consultants (Resolution 2024-R-48) for general engineering consultant support for various capital improvement projects. BGE, Inc. is one of the firms on the approved list.

3. ANALYSIS

BGE, Inc. is one of the firms on the approved 2025 GEC list. The City is seeking to contract with BGE for third-party construction inspection services for CIP and large private residential and commercial development projects. This Master Services Agreement (MSA) is the first step in authorizing the task order for these services.

The services outlined in Exhibit A will be provided in accordance with the fees specified in Exhibit C. This contract will remain in effect for five (5) years with a maximum not-to-exceed amount of \$1,200,000.00. Task Orders will be issued and approved by the City Manager under this Master Agreement throughout its duration, ensuring the total expenditure under this contract does not exceed \$1,200,000.00. The City is using its standard form of Task Order Agreement that has been approved by the City Attorney. BGE, Inc. has partially executed the attached agreement, and it is included with this item for review.

4. FINANCIAL IMPACT

The total value of the proposed contract is \$1,200,000.00, although services to be provided under this contract will be authorized by separate Task Order approved by the City Manager. The services to be provided by this contract will primarily be supported through funded escrow accounts and fees collected directly from private development projects. Inspection services for City sponsored projects may also be provided through an approved task order.

5. STRATEGIC PLAN/GOALS

EXCEPTIONAL CITY SERVICES

6. STRATEGIC PLAN OBJECTIVES

Become a more business-friendly City government - regulations, codes and processes.

7. PROS AND CONS

Pros: Prepare the City to provide third-party construction inspection services for various construction projects and to establish BGE as a contracted GEC firm for future engineering professional services.

Cons: None foreseen.

8. ALTERNATIVES

Council may direct the City Manager to continue to negotiate the general scope of work or decline to award the contract and direct staff to negotiate a contract with a different firm on the approved General Engineering Consultants list or to issue a Request for Qualifications (RFQ) to select a different engineer. This will add time to the process.

9. REQUESTED ACTION / SUGGESTED MOTION / RECOMMENDATION

Staff recommends approving the City Manager to execute the contract as presented.

Attachments: