

Memorandum

TO: City Council
FROM: Tom Wesolowski , Public Works Director
DATE: June 16, 2025
SUBJECT: Authorize execution of a professional services agreement for the construction phase of the Maintenance Center Fuel System Replacement, city project 25-08
ITEM NUMBER: 8.1
SECTION: CONSENT AGENDA

REQUESTED MOTION

Authorize execution of a professional services agreement with Short Elliott Hendrickson Inc. for engineering services related to the construction phase of the Maintenance Center Fuel System Replacement, city project 25-08.

INTRODUCTION

On January 6, 2025 the city council authorized a professional services agreement with Short Elliot Hendrickson Inc. (SEH) for design and bidding services associated with the Maintenance Center Fuel System Replacement, city project 25-08. Design services are complete and professional services are required for the construction phase of the project.

DISCUSSION

On May 13, 2025 the bid opening for the Maintenance Center Fuel System Replacement, city project 25-08 was held and at the May 19, 2025 meeting, the city council authorized the execution of a construction contract with the low bidder. Construction management services are required during the replacement of the fuel system and staff has negotiated with SEH for these services.

The scope of services includes construction administration services, construction observation and subconsultant coordination for a total fee of \$89,300. Due to the specialized nature of the project subconsultant services are required for material and soil testing services and the fuel system equipment and are included under the SEH agreement. A copy of the agreement is attached for reference.

RECOMMENDATION

It is recommended the city council authorize execution of professional services with SEH for engineering services related to the construction phase of the Maintenance Center Fuel System Replacement, city project 25-08.

ATTACHMENTS

[SEH proposal.pdf](#)