

ITEM #:	<u>20</u>
DATE:	<u>10-14-25</u>
DEPT:	<u>PW</u>

COUNCIL ACTION FORM

**SUBJECT: 2025/26 ASPHALT STREET PAVEMENT IMPROVEMENTS -
PROFESSIONAL SERVICES AGREEMENT**

BACKGROUND:

This annual Capital Improvement Plan (CIP) program utilizes rehabilitation and reconstruction techniques to improve existing Asphalt streets. These pavement improvements will restore structural integrity, serviceability, and rideability. Targeted streets are experiencing accelerated deterioration, and timely intervention will extend their service life. **The 2025/26 program locations include Hillcrest Avenue, Ellis Street, Kentucky Avenue, Illinois Avenue, Indiana Avenue, Oklahoma Drive and Delaware Avenue.**

Staff initiated a Request for Proposals (RFP) process for professional services for the design and development of plans and specifications for the project. Proposals for this work were received from 11 engineering firms on July 9, 2025. The proposals were evaluated on their qualifications according to the following criteria: Project Understanding, Project Approach, Design Team/Key Personnel, and Previous Experience.

The evaluation scores are follows:

Firm	Qualifications Score	Fee	Qualifications Rank
HR Green	276	\$302,000	1
CDA	272	\$266,000	2
Stanley	270.5	\$306,700	3
McClure	265.5	\$445,490	4
Kirkham Michael	261	\$225,260	5
WHKS	258.5	\$330,000	6
Snyder	255.5	\$241,000	7
Strand	254.5	\$396,000	8
MSA	250.5	\$341,720	9
V&K	240.5	\$349,934	10
ISG	234	\$327,000	11

HR Green of Cedar Rapids, Iowa received the highest scored based on qualifications. Staff believes HR Green's approach and understanding of the project best aligns with the project requirements. Staff has negotiated a fee of \$302,000 with HR Green. The proposed fee is below the average for all proposals received and offers the greatest value in relation to the services provided for the project.

A summary of revenues and projected expenses for the project is shown below:

Funding Source	Revenues	Expenses
GO Bonds	\$4,000,000	
Water Utility Fund	\$ 200,000	
Sewer Utility Fund	\$ 150,000	
Construction		\$3,750,000
Engineering (this Council action)		\$ 302,000
Administration		\$ 298,000
TOTAL	\$4,350,000	\$4,350,000

ALTERNATIVES:

1. Approve the professional services agreement with HR Green of Cedar Rapids, IA, for the 2025/26 Asphalt Street Pavement Improvements program in an amount not to exceed \$302,000.
2. Direct staff to negotiate an engineering agreement with another consulting firm.

CITY MANAGER'S RECOMMENDED ACTION:

Based on staff's evaluation using the above criteria, HR Green will provide the best value to the city for professional services for the 2025/26 Asphalt Street Pavement Improvements program. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as noted above.

ATTACHMENT(S):

[2025-26 Asphalt \(Hillcrest Ave and Ellis St\) Location Map.pdf](#)
[2025-26 Asphalt Street Kentucky, Illinois, Indiana Location Map.pdf](#)
[2025-26 Asphalt Street Oklahoma Dr and Delaware Ave.pdf](#)
[PSA-2025-2026 Asphalt Street Pavement Improvements.pdf](#)