



# City of Broken Arrow

## Request for Action

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**File #: 17-2105, Version: 1**

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**Broken Arrow City Council  
Meeting of: 05-02-17**

**To: Mayor and City Council**  
**From: Engineering and Construction Department**  
**Title: Notification of City Manager's, Assistant City Manager's, and  
Engineering and Construction Department Director's signing  
Professional Consultant Agreements with a value less than \$25,000**

**Background:**

The City Manager is authorized by ordinance to execute contract actions up to \$25,000.00, including A/E agreements, professional consultant contracts and amendments, and construction contracts. In addition, in accordance with the ordinance, the City Manager has authorized the Assistant City Managers to execute contract actions up to \$15,000.00. Furthermore, Department Directors are authorized by ordinance to execute contract actions up to \$5,000.00.

The City Manager, Assistant City Manager for Operations, or Engineering and Construction Department Director approved the following Professional Consultant Agreements:

- Professional Consultant Contract with Traffic Engineering Consultants, Inc., for Traffic Data Collection and Traffic Signal Volume Warrants Analysis at the Intersection of 9<sup>th</sup> Street and Detroit Street, Project No. ST1210A, \$1,500.00, 04/17/17.
- Professional Services Contract with The Schemmer Associates, Inc., for Computer Aided Drafting Design (CADD) and Related Technical Support Services, Project No. CADD 17-01, Not to Exceed \$25,000.00, 04/19/17.
- Professional Consultant Contract with Terracon Consultants Inc., for the geotechnical exploration and testing of certain soils associated with Tiger Hill retaining wall, in the amount of \$10,815.00 dated 04/06/17.

**Cost: \$37,315.00 (all contracts)**

**Prepared By: Alex M. Mills, P.E., Engineering and Construction Director**

**Reviewed By: Finance Department  
Assistant City Manager for Operations  
Legal Department**

**Approved By: Michael L. Spurgeon, City Manager**

**Attachments:** Professional Consultant Contract with Traffic Engineering Consultants  
Professional Services Contract with The Schemmer Associates Professional Consultant  
Contract with Terracon Consultants, Inc.

**Recommendation:** No action required.