



City of Broken Arrow

Request for Action

File #: 17-2599, Version: 1

**Broken Arrow City Council
Meeting of: 09-05-17**

To: Mayor and City Council
From: Engineering and Construction Department
**Title: Notification of City Manager's, Assistant City Manager's, and
Department Director's execution of 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 Department Director approved the following Professional Consultant Agreements:

- Professional Consultant Agreement with Alaback Design Associates, Inc., for design of Memorial Park, Project No. 176055, \$13,600.00, 08/15/17.
- Professional Consultant Contract with Earth Tech Enterprises, Inc., for asbestos investigations of six residential properties acquired for 9th Street, Elgin to El Paso. Project No. ST1210, \$1,950.00, 08/21/17.
- Professional Consultant Agreement with Flynt & Kallenberger, Inc., for Nienhuis Skate Park and Parking Lot Lighting, Project No. 186002, \$6,000.00, 08/22/17.

Cost: \$21,550.00 (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 Agreement with Alaback Design Associates, Inc.

Professional Consultant Contract with Earth Tech Enterprises, Inc.

Professional Consultant Agreement with Flynt & Kallenberger, Inc.

Recommendation: No action required.