



City of Broken Arrow

Request for Action

File #: 17-2818, Version: 1

**Broken Arrow City Council
Meeting of: 11-21-17**

To: Mayor and City Council
From: Engineering and Construction Department
**Title: Notification of City Manager's or City Manager's designee
execution for Professional Consulting Contractual Services with a
value less than \$25,000**

Background:

City ordinance authorizes the City Manager or the City Manager's designee to execute all purchases of supplies, materials, equipment or contractual services for the offices, departments, and agencies of the city government, including all public trusts of which the City of Broken Arrow is sole beneficiary in accordance with the requirements identified in the Purchasing Manual and other procedures established by the City Manager.

Moreover, City ordinance authorizes the City Manager to execute purchases in an amount up to and including \$25,000.00. In addition, in accordance with the procedures established by the City Manager, the Assistant City Managers are authorized to execute purchases in an amount up to and including \$15,000.00. Furthermore, Department Directors are authorized to execute purchases up to and including \$5,000.00 as defined in the Purchasing Manual.

The City Manager, Assistant City Managers, or specific Department Directors executed the following Professional Consulting Contractual Services:

- Professional Consultant Agreement with Traffic Engineering Consultants, Inc., Traffic Signal Modifications - 9th Street and Highway 51 Interchange, \$15,500.00, 10//17.
- Amendment No. 1 for Speed Study on Signal Warrant Study with Traffic Engineering Consultants, Inc., \$1,200.00, 11/13/17.
- Professional Services Contract with 360 Engineer Group, PLLC, for Nienhuis Park Community Center Structural Investigation and Repair Recommendations, \$2,325.00, 06/29/17.

Cost: \$19,025.00 (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 Traffic Engineering Consultants,
 Inc.

 Amendment No. 1 for Speed Study with Traffic Engineering Consultants,
 Inc.

 Professional Services Contract with 360 Engineer Group, PLLC, for
 Nienhuis Park Community Center Structural Investigation and Repair
 Recommendations

Recommendation: No action required.