

Memo

To: City Council
From: Amy E. Gilson, P.E., Director of Public Works
Date: November 18, 2014
Re: Proposal for Engineering Services



You will find under the Consent Agenda a request to approve a proposal from Prein & Newhof for preparation of an update to our water reliability study. This is a requirement of the MDEQ. Prein & Newhof has experience in projects similar to the one we will be undertaking, and they are currently our airport consultants. Because this is professional services, we were not required to take bids. I did however go through a Request for Qualifications process to choose this consultant out of a pool of seven firms. The fee for the project is not to exceed \$10,440.00, and it has been budgeted in the current fiscal year. Attorney Hitch is currently reviewing the contract language.

If you have any questions, please let me know.