



# CITY OF WHEATLAND

## CITY COUNCIL MEETING STAFF REPORT

December 14, 2021

**SUBJECT:** Request for Authorization to Release Requests for Qualifications (RFQs) for Planning and Engineering Services

**PREPARED BY:** Jim Goodwin, City Manager

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### **Recommendation**

Staff recommends authorizing the City Manager to release Requests for Qualifications (RFQs) for both Planning and Engineering services.

### **Background/Discussion**

Wheatland currently contracts for both Planning and Engineering services. Current contracts have been in place for years (Planning—2004; Engineering--2008) Current federal standards require that such contracts be secured through competitive procurement a minimum of once every five years. Failure to complete procurement every five years prohibits reimbursement for any local contract planning or engineering services on federally funded street and road projects.

With your authorization, RFQs will be released before the end of this year. The process will conclude with service contracts coming back to Council for approval early next year.

### **Alternatives**

Council may direct staff not to release the RFQs. Failure to complete the procurement process will limit the City's ability to receive reimbursement for local planning and engineering services on a federally funded project.

### **Fiscal Impact**

There is no fiscal impact in releasing the RFQs.