



MEMORANDUM

TO: Mayor Burch and City Council Members

FROM: Gregg Guetschow, City Manager

SUBJECT: Tennis Courts Engineering Services Proposal

DATE: May 22, 2015

Proposals were solicited from seven engineering firms for services related to the reconstruction of the tennis courts in Bennett Park. Proposals were received from two firms while three others responded that they were not able to take on additional work at this time. The proposals from Rowe Engineering Services Company and Moore & Bruggink can be found elsewhere in the agenda packet.

Both firms have performed work for the City; we have no concerns regarding their qualifications to provide engineering services. Cost is not typically used as the basis for awarding contracts for professional services. Both are near or below our preliminary estimate of \$15,000 with Rowe being the lower at \$9200.

We are recommending Rowe for this contract for reasons in addition to their lower cost. The firm has had more recent experience with tennis court construction than Moore & Bruggink. Further, it appears that much of the latter firm's experience with such projects has been more limited than that of Rowe.

Council is aware that proceeding with the actual construction of tennis courts is dependent on securing funding. That need not delay the survey and design work but it could delay other actions such as awarding of bids for construction.