



**CITY OF HOUSTON - CITY COUNCIL**

Meeting Date: 4/2/2024

ALL

Item Creation Date: 3/22/2024

WS1054450384 - Water Line Repair Audit (Stantec Consulting Services, Inc.) - MOTION

Agenda Item#: 12.

**Summary:**

**NOT A REAL CAPTION**

APPROVE spending authority in an amount not to exceed \$208,580.00 for a water line repair audit for Houston Public Works, awarded to **STANTEC CONSULTING SERVICES, INC.** - Enterprise Fund

**Background:**

**Professional Services (P23-WS1054450384) - Approve spending authority in an amount not to exceed \$208,580.00 for a water line repair audit from Stantec Consulting Services, Inc. for Houston Public Works.**

**Specific Explanation:**

The Chief Procurement Officer and the Director of Houston Public Works (HPW) recommend that City Council approve spending authority in an amount not to exceed **\$208,580.00** for a water line repair audit and that authorization be given to issue purchase orders to the **Stantec Consulting Services, Inc.**

This audit is to review documentation gathered for waterline repairs performed on the distribution system by contractors using an agreement procured via an Emergency Purchase Order (EPO). Stantec is a construction management and inspection (CMI) subject matter expert (SME). This audit will be expedited and will include the review of work sites and documentation such as daily construction reports, work order information, construction submittals, pay estimates, and invoices, to validate work performed.

As an SME experienced with CMI, Stantec has the necessary background to properly audit the water line repair documentation. The audit is required to review construction documentation collected to confirm that the repairs were performed and that the contractors and subcontractors who completed work be properly paid.

This recommendation is made pursuant to subsection 252.022(a)(4) of the Texas Local Government Code, which provides that "a procurement for personal, professional, or planning services" is exempt from the competitive requirements for purchases.

**MWBE Participation:**

Zero-percent goal document approved by the Office of Business Opportunity.

**Hire Houston First:**

This procurement is exempt from the City's Hire Houston First Ordinance. Bids/proposals were not solicited because the department is utilizing a professional services procurement justification for this purchase.

**Fiscal Note:**

Funding for this item is included in the FY24 Adopted Budget. Therefore, no Fiscal note is required as stated in the Financial Policies.

3/27/2024

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Jedediah Greenfield, Chief Procurement Officer  
 Finance/Strategic Procurement Division

3/28/2024

DocuSigned by:  
  
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Carol Ellinger Haddock, P.E., Director  
 Houston Public Works

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Estimated Spending Authority:			
Department	FY2024	Out Years	Total
Houston Public Works	\$208,580.00	\$0.00	\$208,580.00

**Amount and Source of Funding:**

\$208,580.00  
 Water and Sewer Operating Fund  
 Fund: 8300

**Contact Information:**

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Brian Blum, Assistant Director	HPW/PFW (832) 395-2717
Carolyn Hanahan, Assistant Chief Policy Officer	Finance/SPD (832) 393-9127
Jedediah Greenfield, Chief Procurement Officer	Finance/SPD (832) 393-9126

**ATTACHMENTS:**

<b>Description</b>	<b>Type</b>
Professional Service Justification	Backup Material
Stantec Quote	Backup Material
Form A	Financial Information
Ownership Information Form	Backup Material
Tax Report	Backup Material
Conflict of Interest Form	Backup Material
Approved MWBE Goal Waiver	Backup Material
Budget vs Actual WS1054450384	Financial Information
Funding Verification	Financial Information