



# STAFF REPORT

## Board of Aldermen

**AN ORDINANCE APPROVING A PROFESSIONAL SERVICES PROVIDER LIST, ON AN ON-CALL BASIS, FOR A TERM OF THREE-YEARS.**

**FIRST READING: FEBRUARY 13, 2024**

**FINAL READING: FEBRUARY 27, 2024**

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**Initiated By:** Public Works/Engineering

**Approved By:** *Cathy Stepp*

**Financial Impact:** No Impact/Not Applicable

**Community Plan 2030:** ED-4: Financial Sustainability

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### **FACTS:**

The City of Branson does not have in-house resources for all technical expertise and some services are generally provided by a consultant or outside vendor. For the Public Works/Engineering Department, the staff is often in need of professional services for General Civil Engineering, Engineering Review, Architecture/Design Review, Geotechnical Engineering, Construction Management, Infrastructure & Testing and Commercial & Residential Building Reviews and/or Inspectors. For each project, staff publishes a request for qualifications, reviews the qualifications of respondents, solicits a price and enters into individual Personal Services Agreements. This current process adds months to a project timeline. To improve efficiencies, staff has released a Request for Qualifications for professional services on an on-call basis and has been successful in evaluating and categorizing qualifications statements by each professional services provider based upon the services they are qualified to offer to the City of Branson. Other cities in Missouri have implemented similar practices for a variety of on-call services such as Republic and Kansas City.

### **DETAILED ANALYSIS:**

Placement on this list of qualified on-call professional services providers, once approved by the Board of Aldermen, does not guarantee future work. Staff recommends the approval of the list of professional services providers as identified in Exhibit 1 of the Ordinance, for use, on an on-call basis, of professional services for a three-year term until December 31, 2027.

### **BACKUP DOCUMENTATION:**

No additional information