

## **Minutes of the Public Works Committee Meeting**

### **Meeting of: October 19, 2010**

The Leawood Public Works Committee met on Tuesday, October 19, 2010. The meeting was held in the Main Conference Room at Leawood City Hall, 4800 Town Center Drive, Leawood, Kansas.

#### **Members in Attendance:**

Adam Abrams  
James Azeltine, Chair-Councilmember Ward 4  
John Burge  
Ken Conrad  
Andrew Osman, Councilmember Ward 1  
Jim Rawlings, Councilmember Ward 2  
Kip Strauss

#### **Committee Members absent:**

Michael DeMent  
Jon Grams  
Marsha Monica

#### **Staff in Attendance:**

Joe Johnson, Director, Public Works Department  
David Ley, City Engineer, Public Works Department  
Julie Stasi, Administrative Services Manager, Public Works Department

Chair Azeltine called the meeting to order at 7:30 AM.

Chair Azeltine introduced himself as the new Chair of the Committee; with the resignation of Councilmember/Chair Gill. Committee Members and staff present introduced themselves.

- **Old Business-Past Minutes.**

John Burge motioned to approve the minutes of the last meeting held April 20, 2010. Kip Strauss seconded the motion to approve. All present members were in favor. Motion approved.

- **New Business-Selection of Design Consultant for Traffic Signal at 133<sup>rd</sup> & Roe. (City Council assignment-September 7, 2010)**

Joe Johnson explained that the City Council agreed to speed up the design of this signal. The signal is programmed for 2011 (Design and Construction). Council wanted to move forward with the design. This is a fairly simple project. Staff estimated fees to be around \$20,000. Because this is a small type of contract, there was no need to have a large submittal process for the qualified firms to do the work. Staff did want to give a few firms the opportunity to present their qualifications.

Staff spoke with the City of Overland Park, KS as well and to see who they use and compare with who we use. Staff chose Affinis, Continental Engineers and Olsson Associates. Continental and Olsson have both worked with Leawood in the past. We

have not used Affinis. Olsson and Affinis both have extensive resumes on traffic signals.

In review of the proposals, all have competent design professionals and experience. The fees ranged from a high of \$25,000 from Continental to a low of \$17,000 from Olsson Associates. The fee proposal from Affinis was \$17,755.00. In review of the fees, all firms include a cost for easement preparation if needed. Staff believes we have enough right-of-way in the area that we will not need easements.

So, returning to the fees; subtracting out the fee for easements, we then got a better cost for the work and it was as follows:

Affinis at \$16,715.00

Olsson Associates at \$17,000.00

Continental at \$23,500.00

Both low proposals (Affinis and Olsson) are good. We have an annual contract with Olsson to do our traffic study reviews for commercial developments along with other help during the year in review of some of the development projects.

In looking at Affinis and in talking with Overland Park, Overland Park thinks very highly of them and they have a strong background in traffic signals.

With that in mind, it is staff's recommendation to select Affinis. Affinis has interviewed with Leawood before on some of our federal aid road projects, however this will be the first time we have selected them.

Joe Johnson-Advised that the relationship with the other firms still remains good. Leawood tries to spread the work around somewhat. Leawood selects firms that have worked for the city in the past and performed well or they are a firm used by and recommended by other cities. Olsson has had a contract with the city the past couple of years to perform traffic study review in addition to over reviews for developer projects. Continental as well has been selected many times and they are just now finishing up a stormwater project for us. Joe advised if this was a \$100,000+ project, fee would not be a part of the request and it would be based on qualifications.

Committee member Osman motioned to approve a recommendation to Council to authorize staff to enter into an agreement with Affinis Corporation to perform design services for the 133<sup>rd</sup> & Roe traffic signal in the amount of \$16,715.00.

John Burge seconds the motion.

Staff advised this recommendation would be going to the City Council on November 1, 2010.

- **General Discussion-(No assignment)**

*As this was a New Group and there had not been a meeting since April, committee members had a few questions to staff of various topics.*

**Meeting adjourned at 8:00 AM.**

Minutes transcribed by: Julie Stasi, Leawood Public Works Department  
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