

DURHAM • CHAPEL HILL • CARRBORO

DCHC

METROPOLITAN PLANNING ORGANIZATION

PLANNING TOMORROW'S TRANSPORTATION

2022-2025 On Call Agreement

Maribel Klein, LPA Staff, March 2022

History and Explanation of On-Call Agreement

- Allows for easier contracting process and expedited project delivery
 - Pre-qualify firms with NCDOT, etc.
- Intended to provide capacity for cost-effective and speedy response to time sensitive tasks or assignments where specialized expertise is required
- In use by other City departments – Water Management and Public Works
- In place since 2000
- 3-year period
 - 2016-2019
 - 2019-2022 – 25 firms
 - 2022-2025 – Recommendation is 26 firms, received 31 applications

On-Call Process

1. RFI is distributed for firms to apply for consideration
 - Invited to apply for one or multiple project categories
 - › 3 project categories
 - Professional and Engineering Services
 - Data Collection, Analysis, and Geodatabase Services
 - Equitable Community Engagement – this is a new category
2. Applications are reviewed by Committee – City, LPA staff, and members of MPO jurisdictions who have made use of On-Call in the past
3. Recommendations were made based on rubric scores and NCDOT prequalification
4. Master Service Agreements (MSA) are executed with each selected firm
5. MSA's are approved by Durham City Council and executed by the City Manager
6. Once MA's are on file, Supplemental Service Agreements (SSA) are executed for each project
7. In 2025, we will do this again!

How to Use the On-Call Agreement

- Local jurisdictions may only utilize the On-Call process by going through the MPO, since the contracts are executed with the City of Durham
 - Jurisdictions may request the list of contractors from the LPA and can use that list to execute their own agreements, if desired
- Professional/Engineering projects under \$250,000 that are “routine” in nature can use a rotational process to select a qualified contractor
 - Routine projects include:
 - › Signal design
 - › Revisions to planning studies
 - › Operational plans/studies
 - › Development review
- Projects over \$250,000 and/or non-routine projects must issue a separate RFI and complete the City of Durham’s bid process to execute a Supplemental Agreement
 - Note: Projects under \$250,000 can still issue an RFI if desired

2022-2025 On-Call Consultants

Company Name	Professional Services	Data Collection	Community Engagement	UBE	NCDOT SPSF
AECOM Technical Services of North Carolina, Inc.	X	X	X		
Alta Planning and Design Inc.	X				
Atkins North America Inc.	X				
Baseline Mobility Group Inc.	X			X	X
Alfred Benesch & Company	X	X			
John Davenport Engineering Inc.	X			X	X
Exult Engineering PC	X	X			X
Gannett Fleming Inc.	X	X			
Kimley Horn & Associates Inc.	X	X			
Kittelson & Associates Inc.	X	X			
The John McAdams Company Inc.	X				
Mead & Hunt Inc.	X				
Mekuria Engineering Inc.	X			X	X
National Data & Surveying Services Inc. (NDS)		X			
NV5 Engineers and Consultants Inc.	X				
Public Participation Partners LLC			X	X	X
Quality Counts LLC		X			
Ramey Kemp & Associates Inc	X				X
Renaissance Planning Group Inc.	X	X	X		X
SEPI Engineering & Construction Inc.	X		X	X	
Stantec Consulting Services Inc.	X		X		
STV Engineers Inc.	X	X		X	X
Summit Design and Engineering Services PLLC	X				
Timmons Group Inc.	X				
VHB Engineering NC PC	X	X	X		
WSP USA Services Inc.	X	X	X		