TOWN OF Herndon VIRGINIA

Town Council Regular Meeting
Agenda Item 6.d.

Agenda Item: **Resolution 26-G-01 to award Contract RFP #26-02, On Call Engineering Services for Local / State / Federal Projects (rescheduled from January 27, 2026)**

Meeting Date: February 3, 2026

Category: Consent

Prepared by: Mike Shindledecker, Transportation Engineer

Description:
This resolution provides authorization for the Town to execute two contracts with Bowman Consulting Group Ltd. and Wallace Montgomery for RFP #26-02, On Call Engineering Services for Local / State / Federal Projects.

Background/Timing Impact:
The Town typically maintains several contracts with on-call professional consultants to perform small- to medium-scale project services. This request for proposal covers professional services within civil engineering, transportation engineering, community planning, stream restoration, environmental study, construction administration, construction inspection, and similar disciplines. The previous contract covering these services expired at the end of October 2025. This new contract incorporates additional provisions for on-call contractors to be certified by the Virginia Department of Transportation to perform State- and Federally-funded work. Additionally, staff is recommending awarding contracts to two offerors under this request for proposal to provide a broader range of technical services and enable resource balancing between multiple contractors.

Timing Impact:
The Town does not currently have an on-call contractor for Architectural and Engineering services as the previous contract expired at the end of October 2025. Town staff are holding a backlog of three to four projects which cannot be advanced until the new on-call contract is awarded.

Strategic Focus Area:
Secure and Interconnected Community
Environmental and Economic Sustainability
Strong Fiscal Stewardship

Fiscal Impact:

Funding for projects and activities assigned to on-call contractors is drawn from previously-appropriated funds in the Town's budget (including the Town's Capital Improvement Plan). No new funds would be appropriated with this resolution.

New terms within this contract enable consultants to perform State- and Federally-funded work without additional review by the State or amendments to the contract, thereby expediting Federally-funded project delivery.

Legal Impact:
This contract was procured under Town Code Chapter 30, Article VIII Fiscal Procedures, Division 2 – Procurement and requires Town Council approval as a multi-year contract expected to be in excess of $100,000.

Staff Recommendation/Next Steps:
The staff recommends that the Town Council approve the attached resolution to award and execute Contract RFP #26-02, On Call Engineering Services for Local / State / Federal Projects to Bowman Consulting Group Ltd. and Wallace Montgomery.

Attachments:
1. Resolution (Proposed)