

## **CITY COUNCIL AGENDA MEMORANDUM**

### **SUBJECT**

Resolution No. 8919 authorizing execution of a professional services agreement with RH2 Engineering, Inc. for on-call construction management and inspection services for various Utilities CIP programs, in an amount not to exceed \$300,000.

### **FISCAL IMPACT**

This contract authorizes the City to spend up to \$300,000. This cost is budgeted in the 2015-2021 CIP and is fully funded through various Utility CIP projects. The use of on-call construction management and inspection services will be monitored to ensure sufficient spending authority exists within the CIP projects where these services are needed.

### **STAFF CONTACT**

Nav Ota, Director, 452-2041

Paul A. Bucich, Engineering Assistant Director, 452-4596

*Utilities Department*

### **POLICY CONSIDERATION**

#### Utilities Department policies:

- The Utility shall identify drainage capital projects that prevent or reduce flooding or property damage, protect or improve water quality, and maintain or improve the reliability and integrity of the drainage system.
- The Utility shall invest resources as necessary to construct, maintain and renew water and sewer system infrastructure and equipment such that Utility customers are provided consistent, reliable service.
- To invest resources as necessary to construct, maintain and renew water system infrastructure and equipment so that Utility customers are provided with consistent, reliable service.

#### Utilities Department practice:

It is the Utilities Department's long-standing practice to use outside consulting services when existing Utility resources are not available or sufficient to complete a project. This contract is consistent with this practice.

#### City contracting policies:

- The City's procurement policy, updated January 1, 2015, supports open, fair, and transparent procurement of services in accordance with the City Code and state law. Because of the amount of this contract, Council approval is required.

### **BACKGROUND**

Utilities has ongoing CIP projects to address the rehabilitation or modification of the various elements of the aging storm water, water and sewer systems, as well as drinking water quality modifications, structural rehabilitation of reservoirs and a new sanitary sewer pipeline replacement program. The current anticipated workload is likely to exceed available resources to perform those upcoming inspection needs, especially during the summer construction season. The use of consultants is one of the tools Utilities uses to manage this fluctuating workload.

Approval of this agreement will allow Utilities to maintain high customer service levels while ensuring that capital projects receive sufficient inspections so that the quality of work is maintained and contract compliance is achieved. This is an on-call contract that allows the Department to utilize outside service as needed, depending on workload and project scheduling. The contract duration goes through May 2019.

RH2 Engineering, Inc. may provide inspection and construction management services for a variety of projects for which they will perform daily inspection services. Tasks include on-site inspection of work in progress, documenting the progress with inspection reports and photographs, monitoring traffic control and site safety, and responding to and addressing questions and concerns of adjacent property owners and the general public.

A notice went out to all Professional Services/A&E Consultants on the Citywide Roster for Utilities Water, Sewer, Storm and Surface Water on November 26, 2012. Consultants were asked to update their Statement of Qualifications (SOQ's) by December 27, 2012 if they wanted to be considered for Inspection Services. It was noted in the request for RFP's that they would be used to select Consultants for a period of 4-years beginning in 2013.

Updated SOQ's were evaluated based on project inspection experience and resources related to underground utilities for water, sewer and surface water. Consistent with the City's policies and procedures, five consulting firms were sent a Request for Proposal (RFP). All five firms submitted RFP's and are as follows:

- CHS Engineers, LLC
- MWH Americas, Inc.
- Jacobs Engineering Group, Inc.
- Pace Engineering, Inc.
- RH2 Engineering, Inc.

RH2 Engineering, Inc. was selected based on the firm's qualifications, which included:

- Depth of construction inspection knowledge and experience,
- Inspection staff experience in all three disciplines of water, sewer and surface water,
- Experience in more complex projects, i.e. pump stations, lift stations and reservoirs,
- Community information and involvement process,
- Familiarity with required permitting processes,
- Availability backed by a large diverse staff of inspectors
- Strength of references.

As required by state law relating to contracts for architectural and engineering services, the City selects the consultant deemed to be the most highly qualified for a given project. State law precludes using cost as a basis for selection of engineering firms.

### **EFFECTIVE DATE**

If adopted, this Resolution will become effective immediately.

### **OPTIONS**

1. Adopt the Resolution authorizing execution of a professional services agreement with RH2 Engineering, Inc. for on-call construction management and inspection services for various Utilities CIP programs, in an amount not to exceed \$300,000.
2. Do not adopt the Resolution and provide alternative direction to staff.

## **RECOMMENDATION**

Option No. 1.

## **MOTION**

Move to adopt Resolution No. 8919 authorizing execution of a professional services agreement with RH2 Engineering, Inc. for on-call construction management and inspection services for various Utilities CIP programs, in an amount not to exceed \$300,000.

## **ATTACHMENTS**

Proposed Resolution No. 8919

## **AVAILABLE IN COUNCIL DOCUMENT LIBRARY**

Consultant Contract