



**DATE:** December 11, 2018

**CATEGORY:** Consent

**DEPT.:** Public Works

**TITLE:** **Amend Professional Services  
Contract with Mott MacDonald**

### **RECOMMENDATION**

Authorize the City Manager to amend the existing professional services contract with Mott MacDonald, in the Planned and Emergency Facilities, Project 19-18, for an additional \$250,000 for facilities project management engineering services through December 31, 2019, for a total contract amount of \$350,000.

### **BACKGROUND**

The City owns 26 major building facilities (e.g., City Hall, Library, Center for the Performing Arts, Municipal Operations Center, Fire stations, etc.) plus numerous smaller facilities (e.g., parks restrooms). Public Works maintains, inspects, and improves these facilities to keep them in a state of good repair, aesthetically pleasing, and compliant with environmental and safety regulations.

Three years ago, the Facilities Project Manager position became vacant. This position was responsible for repair and rehabilitation projects that required some engineering or architectural scope of work. After nearly two years of unsuccessful attempts to fill the position, existing staff was used to underfill the position. Due to the long-term vacancy, a significant backlog of facility projects accumulated. In addition, the 2018-19 Capital Improvement Program (CIP) amended the Planned and Emergency Facilities, Project 19-18, to add Fire Stations Health and Safety Improvements and Shoreline Boathouse Maintenance, which substantially increased the facility project management workload for this fiscal year.

As part of a strategy to clear the backlog and implement the Fiscal Year 2018-19 facilities projects, Council approved adding \$350,000 for contract project management services to the CIP Planned and Emergency Facilities, Project 19-18. In August 2018, the City executed a \$100,000 agreement with Mott MacDonald to provide on-call engineering services, including facilities project management. Since September, the project manager

supplied by Mott MacDonald has initiated the development of plans and/or specifications and is overseeing the bidding processes for various facility projects, including the repair of the Civic Center Plaza Fountain, replacement of the Mountain View Recycling Center's roof, and the Fire Stations Health and Safety Improvements. Additional projects, such as Shoreline Boathouse Maintenance, will be started in early 2019.

### **ANALYSIS**

Adding \$250,000 to the contract with Mott MacDonald for a total contract value of \$350,000 will allow Public Works to continue receiving facility project management services through 2019. As with other consultant services retained by the City, the cost on an hourly basis is higher than City staff, but the services are only being utilized on a temporary, as-needed basis during this period of extraordinary project workload. It is anticipated that by the end of 2019, the backlog of projects will be cleared.

### **FISCAL IMPACT**

The CIP Planned and Emergency Facilities, Project 19-18, includes an allocation of \$350,000 for Facility Project Management services. There are sufficient funds in Project 19-18 to fund the recommended increase for the contract.

### **ALTERNATIVES**

1. Do not authorize the contract amendment.
2. Provide other direction to staff.

**PUBLIC NOTICING** – Agenda posting.

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