



DATE: September 3, 2019

CATEGORY: Consent

DEPT.: Public Works

TITLE: **Professional Services Contracts –
Land Development and Construction
Engineering Sections**

RECOMMENDATION

1. Authorize the City Manager, regarding CSG Consultants, Inc., to:
 - Amend the Fiscal Year 2018-19 professional services contract using Fiscal Year 2019-20 funding for an additional \$7,578 for land development services provided, for a total Fiscal Year 2018-19 contract amount of \$357,578;
 - Amend the existing Fiscal Year 2019-20 professional services contract for an additional \$192,422 for land development services, for a total contract amount of \$292,422; and
 - Execute a professional services contract for Fiscal Year 2019-20 for \$100,000 for construction engineering services,for a total of \$400,000 of Fiscal Year 2019-20 funding for these CSG Consultants, Inc., agreements.
2. Authorize the City Manager to amend the existing Fiscal Year 2019-20 professional services contract with Freyer & Laureta, Inc., for an additional \$50,000 for land development engineering services, for a total contract amount of \$150,000.
3. Authorize the City Manager to execute a professional services contract with TRC Engineers, Inc., for Fiscal Year 2019-20 for \$100,000 for construction management and inspection services.
4. Authorize the City Manager to amend the existing professional services contract with Tanner Pacific, Inc., for an additional \$101,000 for construction management and inspection services, for a total contract amount of \$200,000.

BACKGROUND

In recent years, to keep pace with increasing development activity, the Public Works Department has contracted with the outside engineering firms CSG Consultants, Inc. (CSG), Freyer & Laureta, Inc. (F&L), TRC Engineering, Inc. (TRC), and Tanner Pacific, Inc. (Tanner) for certain land development-related plan checking and construction engineering services. Contracting for outside services allows the flexibility to manage the development workload as it fluctuates. Consultants have been necessary to maintain standard turnaround times for plan check and inspection services, maintaining a customer service level that is expected by the City's businesses and developers, and is required under State law. These specialized services have been performed by consulting firms so that Public Works staff has additional time for project management, day-to-day contact with developers, and for providing inspections for the high volume of construction projects. This has allowed staff to process and inspect a dramatically higher number of development projects with a relatively smaller increase in staffing.

ANALYSIS

The estimate for Fiscal Year 2018-19 CSG on-call engineering consulting services for Land Development did not include an unexpected surge in development reviews experienced at the end of the fiscal year. As a result, additional funding is needed from Fiscal Year 2019-20 funds in the amount of \$7,578 to cover services provided through June 30, 2019, bringing the total Fiscal Year 2018-19 contract amount to \$357,578.

Staff has evaluated the anticipated workload through the remainder of the calendar year and recommends:

Land Development Engineering:

Amend/increase contracts:

CSG	\$192,422
F&L	\$50,000

Construction Engineering:

Execute contracts:

CSG	\$100,000
TRC	\$100,000

Amend/increase contract:

Tanner	\$101,000
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In addition to a relatively high baseline workload, major developments have or are anticipated to submit construction documents, including 1255 Pear Avenue (Sobrato), 2580 and 2590 California Street (Greystar), 700 and 800 East Middlefield Road (LinkedIn), 525-555 East Evelyn Avenue (Prometheus), Hope Street (Lots 4 and 8), and 777 West Middlefield Road (Fortbay). Other development projects are anticipated to

submit or continue their planning applications this year, including 2041 Landings Drive (Google Landings), 1001 North Shoreline Boulevard (Sares Regis), and 400 Logue Avenue (Miramar Capital).

The recommended actions will allow the Public Works Land Development and Construction Engineering Sections to maintain a high quality of development reviews and inspections in the time frames required as the development workload continues at a high level.

The Construction Engineering Section’s Principal Civil Engineer and Senior Civil Engineer positions are currently vacant. In order to provide sufficient construction management and ongoing inspection services, staff anticipates returning to Council to request additional funding as needed.

FISCAL IMPACT

The Fiscal Year 2019-20 Adopted Budget allocated \$450,000 and \$400,000 in limited-period funds for consultant support in the Land Development and Construction Engineering Sections, respectively. Of these amounts, \$250,000 and \$301,000 in funds are available, respectively, to execute the amendments and new contracts.

If the recommended actions are approved, funds will be allocated as follows:

Firm	Current FY 2019-20 Contract	Amendment/ New Contract	Total
CSG Consultants, Inc. –FY 2018-19	--	\$7,578	\$7,578
CSG Consultants, Inc.	\$100,000	\$192,422	\$292,422
Freyer & Laureta, Inc.	\$100,000	\$50,000	\$150,000
Land Development Engineering	\$200,000	\$250,000	\$450,000
Land Development FY 2019-20 Remaining Limited-Period Funds			\$ -0-

CSG Consultants, Inc.	--	\$100,000	\$100,000
TRC Engineers, Inc.	--	\$100,000	\$100,000
Tanner Pacific, Inc.	\$99,000	\$101,000	\$200,000
Construction Engineering	\$99,000	\$301,000	\$400,000
Construction FY 2019-20 Remaining Limited-Period Funds			\$ -0-

ALTERNATIVES

1. Do not authorize contract amendments.
2. Do not authorize executing new professional services contracts.
3. Provide other direction to staff.

PUBLIC NOTICING – Agenda posting.

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DWG-QB/TS/1/CAM
943-09-03-19CR-2
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cc: APWD – Solomon, APWD – Cameron, SMA – Goedicke, AII – Doan, PA – Li