



City of Sunnyvale

Agenda Item-No Attachments (PDF)

File #: 19-0464, Version: 1

REPORT TO COUNCIL

SUBJECT

Award of Seven On-Call Contracts for Engineering Support Services (F19-198)

REPORT IN BRIEF

Approval is requested to award seven on-call contracts to provide on-call engineering support services for the Department of Public Works for an initial three-year period to the following firms: Advanced Design Consultants in the amount of \$200,000, CSW/Stuber-Stroeh Engineering Group, Inc. in the amount of \$500,000, Kimley-Horn and Associates in the amount of \$200,000, Salas O'Brien in the amount of \$200,000, SANDIS in the amount of \$500,000, Schaaf & Wheeler in the amount of \$500,000, and TJKM Transportation Consultants in the amount of \$200,000. Approval is also requested to authorize the City Manager to increase the not-to-exceed amounts and to extend the contracts, for up to two additional years, with both actions subject to available budgeted funding.

EXISTING POLICY

Pursuant to Chapter 2.08 of the Sunnyvale Municipal Code, contracts for this type of service are awarded pursuant to a Request for Proposals (RFP) best value process, unless otherwise exempt from the competitive bidding process. Additionally, City Council approval is required for the procurement of goods and/or services exceeding \$100,000 in any one transaction.

ENVIRONMENTAL REVIEW

The action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(b) as it has no potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment.

BACKGROUND AND DISCUSSION

Each year, a number of City capital improvement projects are scheduled to begin. Staff regularly uses on-call contracts with engineering consulting firms as an opportunity to short-list and provide a streamlined process for selecting consultants to support the implementation of projects in a timely manner.

A Request for Qualification (RFQL) process was utilized to solicit Statement of Qualifications (SOQ) submittals from qualified consultants for Engineering Services. Due to the varied and specialized nature of the potential design work for capital improvement projects within the Department of Public Works (DPW), SOQs were requested in the following four categories: General Engineering/Administrative Support, MEP (Mechanical, Electrical and Plumbing), Traffic Engineering, and Utility Engineering.

The RFQL was advertised on the City's DemandStar public procurement network on November 11, 2018, with 38 consultants requesting bid documents. Nine responsive SOQs were received on January 3, 2019 from Advance Design Consultants, Inc., Brown and Caldwell, CSW/Stuber-Stroeh Engineering Group, Inc. (CSW ST2), Infrastructure Engineering Corporation, Kimley-Horn and Associates, Inc., Schaaf & Wheeler, Salas O'Brien, SANDIS, and TJKM Transportation Consultants (TJKM).

SOQs were reviewed and ranked by an evaluation team consisting of engineering staff from DPW. The SOQs were evaluated on their qualifications, experience and the potential staff that may assist with future projects. The eight firms which received the highest written evaluations were interviewed.

Following the interview process, two firms were selected for each of the following categories: General Engineering, Mechanical, Electrical and Plumbing (MEP), and Traffic Engineering; and one firm was selected for Utility Engineering. Hourly rates were obtained and negotiated.

The consulting firms recommended for contract award are CSW ST2 and SANDIS for General Engineering, Advanced Design Consultants and Salas O'Brien for MEP, Kimley-Horn and Associates and TJKM for Traffic Engineering, and Schaaf & Wheeler for Utility Engineering.

Staff is recommending an initial three-year term contract, with of the option to renew up to two additional one year periods depending on need, pricing, service and available funding. Contract values were determined based on award of an estimated one to three projects and miscellaneous services needed during the contract term.

FISCAL IMPACT

Budgeted funds are available in various capital projects.

Funding Source

These contracts will be funded by the various projects that they are engaged to support. Capital and infrastructure projects cross many different funds and funding sources in the City. The budget for each project is managed separately and typically includes funding for design and engineering services.

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall, at the Sunnyvale Senior Center, Community Center and Department of Public Safety; and by making the agenda and report available at the Sunnyvale Public Library, the Office of the City Clerk and on the City's website.

RECOMMENDATION

Take the following actions:

- Award seven (7) three-year on-call engineering support services contracts in substantially the same form as Attachment 1 to the report to: Advanced Design Consultants in the amount of \$200,000, CSW/Stuber-Stroeh Engineering Group, Inc. in the amount of \$500,000, Kimley-Horn and Associates in the amount of \$200,000, Salas O'Brien in the amount of \$200,000, SANDIS in the amount of \$500,000, Schaaf & Wheeler in the amount of \$500,000, and TJKM Transportation Consultants in the amount of \$200,000
- Authorize the City Manager to execute the contracts when all necessary conditions have been

met

- Authorize the City Manager to increase the contracts up to budgeted amount
- Authorize the City Manager to renew each contract for up to two additional one year periods based upon available funding, need, acceptable pricing and service.
- Authorize the City Manager to modify each contract's compensation schedule subject to negotiated pricing.

Prepared by: Gregory S. Card, Purchasing Officer
Reviewed by: Timothy J. Kirby, Director of Finance
Reviewed by: Chip Taylor, Director of Public Works
Reviewed by: Teri Silva, Assistant City Manager
Approved by: Kent Steffens, City Manager

ATTACHMENTS

1. Draft Consultant Services Agreements