



City of Sunnyvale

Agenda Item-No Attachments (PDF)

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REPORT TO COUNCIL

SUBJECT

Award of Five On-Call Contracts for Construction Management and Three On-Call Contracts for Quality Assurance Services (F19-149)

REPORT IN BRIEF

Approval is requested to award five on-call contracts to provide on-call construction management services for the Department of Public Works for an initial three-year period with a contract amount not-to-exceed \$500,000 to each to the following firms: Ghirardelli Associates, CSG Engineering Inc., Hill International, TRC, and MNS Engineers, Inc. These contracts will provide both staff augmentation and On-Call consultant services as required by the Department of Public Works.

Approval is also requested to award three on-call contracts to provide on-call quality assurance services for the Department of Public Works for an initial three-year period with a contract amount not-to-exceed \$300,000 to each to the following firms: Applied Material, CTS, and Signet.

Approval is also requested to authorize the City Manager to increase the not-to-exceed contract amounts and to extend the term of the contracts, for up to two additional years, with both actions subject to available budgeted funding, need, acceptable pricing and service.

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

On-call construction management contracts provide the Department of Public Works Engineering Division the ability to contact these firms to provide project managers and inspectors that assist in the management of the City's construction projects. This contractual support is necessary as large capital construction projects enter into construction and as other City Capital construction projects are in progress, which creates a peak workload volume to manage. Therefore, the Engineering Division seeks temporary support to manage the workload during this period.

The City received 12 Statements of Qualifications (SOQ) in response with the Request for Qualification (RFQL) process. There were 8 submittals received for the construction management (CM) category and four were received for quality assurance (QA). City staff evaluated the written proposals, then conducted selection interviews, strictly based on qualifications.

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. Of the 8 submitting CM firms, the six firms which received the highest written evaluations were interviewed. All four submitting QA firms were invited to the interview.

Following the interview processes, five CM and three QA firms shortlisted, and hourly rates were obtained and negotiated. The City is seeking five on-call CM contracts to allow itself the flexibility and redundancy to access different consultants that are well qualified and highly utilized in the Bay Area during this economic boom period. The three on-call QA contracts provide the Department of Public Works laboratory services for sampling and testing construction materials and provide special inspections for various construction activities. These assurance services are typically required on most City Capital construction projects and are required on all federally funded projects.

The consulting firms recommended for contract award for CM services are Ghirardelli Associates, CSG Engineering Inc., Hill International, TRC, and MNS Engineers, Inc. The consulting firms recommended for contract award for QA services are Applied Material, CTS, and Signet. The consultants for both CM and QA will be entered into an agreement in substantially the same format as Attachment 1. Staff also negotiated favorable rates with the firms as set for in Attachment 2 (CM Rates) and Attachment 3 (QA Rates).

FISCAL IMPACT

Services for these on-call contracts will be billed directly against the project budgets of the projects necessitating these services or through the Project Administration Operating Program in the Department of Public Works as appropriate. Thus, there will be no fiscal impact beyond what has already been budgeted in the Capital Improvement Budget.

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 five (5) three-year on-call contracts for construction management services and temporary personnel services agreement, with a contract amount not-to-exceed \$500,000 in substantially the same form as Attachment 1 to the report to: Ghirardelli Associates, CSG Engineering Inc., Hill International, TRC, and MNS Engineers, Inc.;
- Award three (3) three-year on-call contracts for quality assurance services, with a contract amount not-to-exceed \$300,000 in substantially the same form as Attachment 1 to the report to Applied Material, CTS, and Signet;
- Authorize the City Manager to execute the agreements when all conditions have been met;
- Authorize the City Manager to increase the contracts up to budgeted amounts; and

- Authorize the City Manager to renew the contracts for up to two additional years based upon available funding, need, acceptable pricing and service.

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 On-Call Consultant/Temporary Services Agreement
2. Rates for Construction Management
3. Rates for Quality Assurance