



Office of the City Manager

CONSENT CALENDAR
July 25, 2017

To: Honorable Mayor and Members of the City Council
 From: Dee Williams-Ridley, City Manager
 Submitted by: Phillip L. Harrington, Director, Department of Public Works
 Subject: Contract Amendments: Contract No. 10469 Harrison Engineering Incorporated and Contract No. 10397 Nichols Consulting Engineers for On-Call Civil Engineering Services

RECOMMENDATION

Adopt two Resolutions authorizing the City Manager to execute amendments to

1. Contract No. 10469 with Harrison Engineering Incorporated, increasing the original contract amount by \$500,000 for a total not-to-exceed amount of \$1,200,000, and
2. Contract No. 10397 with Nichols Consulting Engineers increasing the original contract amount by \$800,000 for a total not-to-exceed amount of \$1,200,000, for on-call civil engineering services.

FISCAL IMPACTS OF RECOMMENDATION

The original contracts with Harrison Engineering, Inc. (HEI) and Nichols Consulting (NCE) covered a four-year period from FY 2016 through FY 2019, with not to exceed amounts of \$700,000 and \$400,000, respectively.

The annual estimated expenditures for the proposed contract increases are \$250,000 (HEI) and \$400,000 (NCE), but these amounts may vary depending on need in a given fiscal year. Initial funding for the HEI and NCE contracts in FY 2018 will be available in the Capital Improvement Fund (610-5212-431-3035) and from an appropriation from Measure T1 Infrastructure and Facilities GO Bond Fund 607, however funding is subject to appropriation in the FY 2018 and FY 2019 budgets in various other funds, including Measure M Streets and Watershed Bond 630, and State Gas Tax Fund 369, based on the corresponding project, program, or department on-call civil engineering needs.

The contract amendment for HEI has been assigned CMS No. AQ3XF. The contract amendment for NCE has been assigned CMS No. VAJET.

CURRENT SITUATION AND ITS EFFECTS

In order for certain capital improvement programs to move forward, City resources must be supplemented with outside civil engineering consultants. There is a need for civil engineering services for designing streets, storm drains, green infrastructure, and sidewalk projects, and for construction management and inspection for these projects.

The \$700,000 contract with HEI authorized by Resolution No. 67,760-N.S., was executed November 30, 2016 and expires June 30, 2019. The \$400,000 contract with NCE authorized by Resolution 67,636-N.S. was executed August 1, 2016 and expires July 31, 2019.

From August 1, 2016 to June 30, 2017, task orders have been authorized to HEI for 89% of their total contract amount and to NCE for 52% of their total contract amount. Although two years remain in the contracts, we anticipate a great need for on-call civil engineering services over the next two years for multiple projects that will be generated by the November 2016 passage of the Measure T1 Infrastructure & Facilities GO Bond (T1). Specific projects will include accelerated street paving and green infrastructure improvements. In order to expedite project design, staff proposes amending the contracts for HEI and NCE for increased expenditure authority. If these contracts are not amended, the City will be unable to continue using their services when the current not-to-exceed amounts are depleted.

BACKGROUND

On November 4, 2015, the City issued a Request for Qualifications (RFQ) for On-Call Civil Engineering Services (Specification No. 16-10991-C). Ten firms applied, and HEI and NCE were found to be the most responsive and responsible applicants. Council approved the award of contracts for on-call civil engineering services to HEI and NCE on November 29, 2016, and July 19, 2016, respectively.

ENVIRONMENTAL SUSTAINABILITY

These contract amendments will help ensure successful completion of capital improvement projects including storm water improvements to reduce flood potential and green infrastructure projects to implement Measure T1. Such projects will support the City's environmental goals by providing treatment of urban runoff, sediment removal, and mitigation of storm water impacts in flood prone areas.

RATIONALE FOR RECOMMENDATION

The City has insufficient staffing and resources to design, manage and inspect construction of the increased number of capital improvement projects. If these contracts are not amended, when current not-to-exceed contract amounts are reached, the City will not have on-call civil engineering consultant services available. This would negatively impact the City's ability to proceed with planned capital improvement projects.

Contract Amendments: Contract No. 10469
Harrison Engineering Incorporated and Contract No. 10397
Nichols Consulting Engineers for On-Call Civil Engineering Services

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ALTERNATIVE ACTIONS CONSIDERED

Staff could issue a new RFQ for civil engineering consultants. Due to the demand and imminent need for civil engineering consultant capability, and long lead time required to complete a new RFQ, staff recommends amending these current consultant contracts. Council could also choose not to move forward with these amendments, in which case, the progress of planned capital improvement projects may be delayed.

CONTACT PERSON

Andrew Brozyna, Deputy Director, Department of Public Works (510) 981-6396

Attachments:

- 1: Resolution – Contract No. 10469 Harrison Engineering Inc.
- 2: Resolution – Contract No. 10397 Nichols Consulting Engineers

RESOLUTION NO. ##,###-N.S.

CONTRACT NO. 10469 AMENDMENT: HARRISON ENGINEERING INC. FOR ON
CALL CIVIL ENGINEERING SERVICES

WHEREAS, on November 29, 2016 by Resolution No. 67,760-N.S., the City Council authorized Contract No. 10469 with Harrison Engineering Inc. for on-call civil engineering services, in an amount not to exceed \$700,000 for a three year period expiring June 30, 2019; and

WHEREAS, the City does not have sufficient in-house resources to perform the volume of necessary civil engineering services within the next two years; and

WHEREAS, the City desires to retain on-call civil engineering services for various Public Works projects including multiple projects that will be generated by the passage of the Measure T1 Infrastructure & Facilities GO Bond; and

WHEREAS, funds are available from the Capital Improvement Fund 610, and the Measure M Streets and Watershed Bond 630, Measure T1 Infrastructure and Facilities GO Bond Fund 607, and State Gas Tax Fund 369, in the FY 2018 budget, and will be allocated from each fiscal year's capital budget based on each project or program.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the City Manager is authorized to execute an amendment to the Contract No. 10469 with Harrison Engineering Inc. for on-call civil engineering services increasing the amount by \$500,000 for a total not to exceed \$1,200,000 (CMS No. AQ3XF). A record signature copy of said contract and any amendments to be on file in the Office of the City Clerk.

RESOLUTION NO. ##,###-N.S.

CONTRACT NO. 10397 AMENDMENT: NICHOLS CONSULTING ENGINEERS FOR
ON CALL CIVIL ENGINEERING SERVICES

WHEREAS, on July 19, 2016 by Resolution No. 67,636 N.S., the City Council authorized Contract No. 10397 with Nichols Consulting Engineers for on-call civil engineering services, in an amount not to exceed \$400,000 for a three year period expiring July 31, 2019; and

WHEREAS, the City does not have sufficient in-house resources to perform the volume of necessary civil engineering services within the next two years; and

WHEREAS, the City desires to retain on-call civil engineering services for various Public Works projects including multiple projects that will be generated by the passage of the Measure T1 Infrastructure & Facilities GO Bond; and

WHEREAS, funds are available from the Capital Improvement Fund 610, and the Measure M Streets and Watershed Bond 630, Measure T1 Infrastructure and Facilities GO Bond Fund 607, and State Gas Tax Fund 369, in the FY 2018 budget, and will be allocated from each fiscal year's capital budget based on each project or program.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the City Manager is authorized to execute an amendment to Contract No. 10397 with Nichols Consulting Engineers for on-call civil engineering services increasing the amount by \$800,000 for a total not to exceed \$1,200,000 (CMS No. VAJET). A record signature copy of said contract and any amendments to be on file in the Office of the City Clerk.

