



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 No. 10084 Amendment: Harrison Engineering, Inc. for On-Call Civil Engineering Services

RECOMMENDATION

Adopt a Resolution authorizing the City Manager to execute an amendment to Contract No. 10084 with Harrison Engineering, Inc. for On-call Engineering Services in an amount not to exceed \$150,000 for a total contract amount not to exceed \$450,000.

FISCAL IMPACTS OF RECOMMENDATION

The original contract with Harrison Engineering, Inc. (HEI) covers a four-year period from FY 2016 through FY 2019 with a not to exceed total of \$300,000.

The annual estimated expenditure for the contract increase amount is \$75,000 but this amount may vary depending on need in a given fiscal year. Funding for the contract is available initially in the Sanitary Sewer Fund (830-5213-432-3035), however funding is subject to appropriation in the FY 2018 and FY 2019 budgets in various funds, including Special Gas Tax Fund 369, Measure B Local Streets & Road Fund 391, Measure BB Local Streets and & Road Fund 392, Measure F VRF Street & Road Fund 397, and Permit Service Center Enterprise Fund 833, based on the corresponding project, program, or department on-call civil engineering needs.

This amendment has been assigned CMS No. BYSSZ.

CURRENT SITUATION AND ITS EFFECTS

HEI has provided reliable civil engineering services and is currently providing the City engineering design, staff augmentation, and construction on various projects including the Hearst Complete Street project. Additional services are required to complete the projects.

From August 15, 2016 to March 31, 2017, approximately \$295,000 (98%) of contract authority was expended or encumbered. Due to limited availability of staff resources, there is need for on-going civil engineering support to deliver the increased volume of capital improvement projects required to stay compliant with the sanitary sewer Consent

Decree. This request to increase HEI's contract authority will provide continued support for delivery of capital improvement projects through the duration of the contract, which ends June 30, 2019.

#### BACKGROUND

On February 18, 2015, the City issued a Request for Qualifications (RFQ) for On-Call Civil Engineering Services (Specification No. 15-10904-C). On June 23, 2015, Council approved the award of a \$300,000 contract to HEI for on-call civil engineering services for the four-year term ending June 30, 2019.

In order for certain capital improvement programs to move forward, City resources must be supplemented with outside on-call civil engineering consultants because the required civil engineering services cannot be performed by City staff due to the volume of design needed in this time frame.

#### ENVIRONMENTAL SUSTAINABILITY

This contract amendment will support successful completion of capital improvement projects needed to implement the Sanitary Sewer Management Plan (SSMP). Timely performance of the SSMP work will minimize the frequency of SSOs, and reduce infiltration and inflow into the City's sewer system, which will in turn minimize impacts of untreated sewer discharge into the San Francisco Bay.

#### RATIONALE FOR RECOMMENDATION

HEI is currently under contract with the City and has provided excellent civil engineering services for the City's various infrastructure programs. The City does not have sufficient in-house staff to plan, design, and construct all of the City's scheduled capital improvement projects, and those sanitary sewer rehabilitation projects needed to meet the requirements of the Consent Decree.

#### ALTERNATIVE ACTIONS CONSIDERED

Staff considered hiring additional full-time staff to provide these services in house. Because of the uncertainty surrounding future revenues in the Sanitary Sewer Fund, however, that action is not feasible at this time. Therefore, staff recommends increasing the contract authority for HEI consultants.

#### CONTACT PERSON

Kenneth Emeziem, Supervising Civil Engineer (510) 981-6444

#### Attachments:

1. Resolution – Contract No. 10084 Harrison Engineering, Inc.

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

CONTRACT NO. 10084 AMENDMENT: ON-CALL CIVIL ENGINEERING SERVICES  
BY HARRISON ENGINEERING, INC.

WHEREAS, on June 23, 2015 by Resolution No. 67,099-N.S., the City Council authorized Contract No. 10084 with Harrison Engineering, Inc. for On-Call Civil Engineering Services, in an amount not to exceed \$300,000 for a four-year period ending June 30, 2019; and

WHEREAS, the City does not have sufficient staff in-house to perform the volume of necessary civil engineering services in the time frame needed; and

WHEREAS, the City desires to retain on-call engineering services for various Department of Public Works projects and requests from other departments; and

WHEREAS, Harrison Engineering, Inc. has the necessary and desired resources to provide on-call civil engineering services; and

WHEREAS, funds are available from the Sanitary Sewer Fund 830, Permit Service Center Enterprise Fund 833, Special Gas Tax Fund 369, Measure B Fund 391, Measure BB Fund 392, and Measure F VRF Street and Road Fund 397 in the current year budget, and will be allocated from each fiscal year's capital budget based on each project or program, and the contract has been entered into the City contract database and assigned CMS No. BYSSZ.

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. 10084 with Harrison Engineering, Inc. for on-call civil engineering services increasing the amount by \$150,000 for a total not to exceed \$450,000. A record signature copy of said contract and any amendments to be on file in the Office of the City Clerk.

