



## Legislation Text

File #: 2022-639, Version: 1

### Report to Mayor and City Council

Tuesday, September 06, 2022

Consent

#### SUBJECT:

**CONSIDER APPROVAL OF CONTRACT SERVICES AGREEMENTS TO PROVIDE ON-CALL ENGINEERING PROFESSIONAL SERVICES TO THE ENGINEERING DIVISION OF THE PUBLIC WORKS DEPARTMENT**

#### I. SUMMARY

The Engineering Division of the Public Works Department is responsible for the design and construction of a number of projects including several that are grant funded. In consideration of the significant number of infrastructure related projects, as well as the anticipated demand of projects coming from the Infrastructure Act, securing on-call engineering professional services will provide flexibility and enhance the capacity of the Engineering Division to deliver projects in a timely manner. Further, the on-call consultants will reduce the time required to develop the necessary plans, specifications and estimates by eliminating the need to prepare separate Requests for Proposals (RFPs) for each project under consideration.

The City currently retains the services of three on-call engineering consultants, with their contracts set to expire on December 30, 2022. Due to the increasing number of capital projects programmed for the next fiscal years, the continuous need for the services of the on-call consultants was determined to be necessary.

Staff issued a Request for Proposals which was advertised on Planet Bids from April 21, 2022 to May 23, 2022. Twelve firms submitted their proposals, the proposals were reviewed, and the firms were ranked. The department would like to retain the services of the top four on-call consultants to provide the professional services. The top four qualified firms were determined to be:

1. KOA Corporation
2. Albert A. Webb Associates
3. IDS GROUP
4. TAIT and Associates, Inc.

It is requested that the City Council approve three-year Contract Services Agreements with

the above consulting firms to provide professional engineering services for the City's Capital Improvement Program and other miscellaneous and related projects. (Exhibit No. 1 -4).

## **II. RECOMMENDATION**

TAKE the following actions:

1. APPROVE a Contract Services Agreement with KOA Corporation to provide On-Call Engineering Professional Services for the term of January 1, 2023 through December 30, 2025, in an amount not-to-exceed \$900,000.00.
2. APPROVE a Contract Services Agreement with Albert A. Webb Associates, to provide On-Call Engineering Professional Services for the term of January 1, 2023 through December 30, 2025, in an amount not-to-exceed \$900,000.00.
3. APPROVE a Contract Services Agreement with IDS Group, to provide On-Call Engineering Professional Services for the term of January 1, 2023 through December 30, 2025, in an amount not-to-exceed \$900,000.00.
4. APPROVE a Contract Services Agreement with Tait and Associates, to provide On-Call Engineering Professional Services for the term of January 1, 2023 through December 30, 2025, in an amount not-to-exceed \$900,000.00.
5. AUTHORIZE the Mayor to execute the Contract Services Agreements following approval as to form by the City Attorney.

## **III. ALTERNATIVES**

1. DO NOT APPROVE the Contract Services Agreements to the aforementioned companies.
2. TAKE another action the City Council deems appropriate, consistent with the requirements of the law.

## **IV. BACKGROUND**

The City's 5-Year Capital Improvement Program (CIP) was approved by the City Council on June 21, 2022, and the total estimated cost to complete all funded and unfunded projects is approximately \$81,000,000. It is anticipated that the number of CIP projects listed on the City's CIP over the next five years will increase as compared to the previously approved 5-year CIP. Given the increase in number of capital projects, there is a continuous need for on call consultants to assist with the development of plans, specifications, and estimates.

To streamline this process, the Engineering Services Division of the Public Works Department would use these on-call consultants to reduce the time spent working on

RFPs/RFQs, and allow staff to move quickly on projects without the delays caused by having to process separate RFPs/RFQs for each individual project. In many instances, these consultants will assist in making projects “shovel-ready.” The use of consultants is not in-lieu of using full-time employees, rather these consultants will be utilized to enhance the capacity of the current staff.

The Public Works Department released a Request for Proposals (RFP) 22-019 to engage on-call engineering consulting firms qualified to provide professional services for various City capital projects. The RFP was advertised on Planet Bids from April 21, 2022 to May 23, 2022. Eleven firms submitted their proposals, the proposals were reviewed, and the firms were placed on a ranking list (Exhibit No. 5). The City would like to retain the services of the top four engineering on-call consultants to provide the professional services and the assistance the City staff needs in managing the capital projects. The top four qualified firms were determined to be:

- 1. KOA Corporation**
- 2. Albert A. Webb Associates**
- 3. IDS GROUP**
- 4. TAIT and Associates, Inc.**

**KOA Corporation (KOA)** is a large company with five offices throughout Southern California (Monterey Park, Orange, Ontario, La Quinta, and San Diego). The company has been established for 31 years and primarily provides general civil and traffic engineering consulting services. They also have the capabilities to provide services such as grant applications, construction management, inspection services and transportation planning, and have retained sub-consultants that can provide material testing, surveying, and landscape architectural services. KOA can assist the City with the immediate needs of projects that are time sensitive due to grant requirements. Their experience in construction management could also be a reliable source to assist staff in preparing an accurate estimate for a future bridge widening project. Staff is familiar with their services due to their involvement with the implementation of the Carson Street Master Plan project.

**Albert A. Webb Associates** has provided civil engineering services to public sector clients throughout California (Banning, Cathedral City, Corona, Hemet, Indio, Lake Elsinore and City of Pomona). The firm has been in operation since 1945 with offices in Riverside and Murrieta. Webb provides on-call traffic engineering services to the City of Carson and is capable of providing a wide range of civil engineering services including Civil Design, Land Survey and Mapping, and plan check services.

**IDS Group** is a multidisciplinary design firm with roots spanning over 60 years. They have specialized divisions under one roof creating a “one stop shop” of design professionals giving their clients a premium customer experience. They have several offices in Southern California (Irvine, Los Angeles, and San Diego) ensuring local knowledge which provides their clients with quick response time. A multi-disciplinary engineering and architectural firm, IDS has the practical knowledge, insight, and resources to offer comprehensive services and specialized solution.

**TAIT and Associates, Inc.** - has been providing services for the last 58 years. With 220

associates, they have the right blend of professional engineers, architects, surveyors, environmental assessors, and construction personnel with the experience necessary to address critical and big picture concerns. They have experienced personnel and support team members that have expertise in the many facets of civil engineering, planning, and design services including: roadways, utilities, drainage , surveying, and mapping, site development, and site remediation. They provide services to assist in the Planned Communities in the review of development applications for new planned communities for Orange County owned properties for redevelopment opportunities. They provide review of environmental planning documents, tentative and final maps, and site development plans for grading, buildings, landscaping, and street improvements. They are a diverse engineering group who have been serving as on-call consultants for different local agencies within the past five years. They have 8 offices throughout the Western United States, namely in Santa Ana, and regional offices in Norco, San Diego, Sacramento, Denver, Atlanta, and Dalls.

Given that multiple public works projects are anticipated to be added to the current CIP list, the services of the engineering firms selected will be needed to implement those projects. In addition, there are several engineering related projects that currently require the services of consultants to meet the grant funding criteria. Staff is confident that the four firms are well qualified and will be able to assist the City in efficiently providing the needed services.

All of the selected consultant's contracts will be exercised on an "on-call" basis. The four engineering firms selected will be requested to submit a fee proposal for each service the division needs. Based on the submittals, the Engineering Services Division will select the most efficient and economical solution.

## **V. FISCAL IMPACT**

Funding for the On-Call Consultants was approved in the 5-year CIP budget; therefore, if the On-Call Services Agreements are awarded, the funds in the amount of \$1.2M were budgeted for in the CIP/General Fund account 101-99-999-904-6004 for FY22/23.

## **VI. EXHIBITS**

1. Contract Services Agreement KOA Corporation (pgs. 5-37)
2. Contract Services Agreement Albert A. Webb Associates (pgs. 38-70)
3. Contract Services Agreement IDS Group, Inc (pgs. 71-102)
4. Contract Services Agreement Tait and Associates (pgs. 103- 134)
5. Final Committee Ranking summary for Engineering Services (RFP 22-019) (pg. 135-170)

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