



## CITY OF COMMERCE AGENDA REPORT

**TO:** Honorable City Council **Item No. \_\_\_\_\_**

**FROM:** City Administrator

**SUBJECT:** Resolution Approving the On-Call Professional Services Agreements for Construction Management and Inspection, Structural Engineering, and Surveying

**MEETING DATE:** May 1, 2018

---

### **RECOMMENDATION:**

Adopt a Resolution Approving the On-Call Professional Services Agreements for Construction Management and Inspection, Structural Engineering, and Surveying.

### **BACKGROUND:**

On August 3, 2015, the City Council authorized staff to issue a Request for Statement of Qualifications (SOQ) for On-Call Professional Services for various disciplines. It was advertised on August 25, 2015 and approximately 200 SOQs were received by the due date on September 4, 2015. Staff reviewed the received SOQs for the different categories and the following disciplines have already been approved:

- Architectural Engineering (6/20/17)
- Building and Tenant Improvements Plan Check (1/5/16)
- Building & Facilities Assessment (6/20/17)
- Civil Plan Check (5/16/17)
- Environmental Science, Planning, Analysis & Assessment, and Regulatory Compliance (1/5/16)
- General Civil Engineering (2/2/16)
- Geotechnical Engineering (4/4/17)
- Landscape Architecture (1/5/16)
- Landscape Architecture Plan Check (1/5/16)
- Park Planning and Design (1/5/16)
- Planning Services (1/5/16)
- Real Estate Services and Right of Way (5/3/16)
- Traffic Engineering (4/19/16)

The purpose of the on-call professional services agreements is to provide the City with flexibility and enhance the City's capacity to deliver projects and programs expeditiously while also reducing costs by curtailing the time and effort to solicit various proposals for different projects.

## **ANALYSIS:**

Staff implemented previously established criteria in their reviews of the submitted SOQs based on consistent and objective criteria. For the following disciplines, staff recommends the following firms:

### **Construction Management and Inspection**

- Civil Source
- CSG Consultants, Inc.
- Dudek
- Elie Farah, Inc.
- Ghirardelli Associates, Inc.
- JM Diaz, Inc.
- Koa Corporation
- MARSS Services, Inc.
- MNS Engineers, Inc.
- Onward Engineering
- SA Associates
- Stantec Consulting Services, Inc.
- Swinerton Builders, dba Swinerton Management & Consulting
- Transtech Engineers, Inc.
- Vali Cooper & Associates, Inc.

### **Structural Engineering**

- Elite Engineering Consultant
- Engineering Solutions Service, Inc. (ESS)
- IDS Group
- Martinez Architects, Inc.
- Miyamoto International, Inc.
- Own Group, Inc.

### **Surveying**

- Elie Farah, Inc.
- Guida Surveing, Inc.
- Martinez Architects, Inc.
- MNS Engineers, Inc.
- Stantec Consulting Services, Inc.
- TAIT& Associates, Inc.
- Towill, Inc.

- Transtech Engineers, Inc.

Staff also recommends adding CSG Consultants, Inc. to the existing on-call list for the following disciplines:

- Building & Tenant Improvements Civil Plan Check Services
- Civil Plan Check
- General Civil Engineering
- Planning Services

Staff also recommends adding consultants ejma PLANNING + DEVELOPMENT to the existing on-call list for the following discipline:

- Civil Plan Check
- Planning Services

In addition to the established criteria, the above firms were also required to submit a Supplemental Questionnaire on Criminal Conviction, Non-Collusion Declaration, Civil Litigation History, and False Claims.

The above recommended firms will be on the eligibility list for three (3) years upon award of the contract. Any of these firms will be awarded an on-call contract and will be contacted when there is a project or contract opportunity.

#### **ALTERNATIVES:**

1. Approve staff recommendation.
2. Reject staff recommendation.
3. Provide further direction to staff.

#### **FISCAL IMPACT:**

There are no fiscal impacts at this time. When there is a need for a service, scope will be provided, several proposals will be obtained, and a task proposal will be negotiated. The task proposal, along with the selected consultant, will then be brought to City Council for approval.

#### **RELATIONSHIP TO STRATEGIC GOALS:**

The issue before the Council is generally applicable to the following Council's strategic goal, *Implement city business processes and operational efficiencies to streamline the cost of government including the examination and identification of cost of services*, as identified in the 2016 Strategic Plan.

Recommended by: Maryam Babaki, Director of Public Works & Development Services  
Prepared by: Jasmin Elepano, Senior Management Analyst  
Reviewed by: Vilko Domic, Finance Director

Approved as to form: Norma Copado, City Attorney  
Respectfully submitted: Edgar P. Cisneros, City Administrator

**ATTACHMENTS:**

1. Resolution
2. Professional Service Agreements for Construction Management and Inspection
3. Professional Service Agreements for Structural Engineering
4. Professional Service Agreements for Surveying
5. Professional Service Agreements for CSG Consultants, Inc.
6. On-Call Eligibility List