



CITY OF COMMERCE AGENDA REPORT

TO: Honorable City Council **Item No. _____**

FROM: City Manager

SUBJECT: Renewal and Addition of the On-Call Professional Services Agreements

MEETING DATE: June 18, 2019

RECOMMENDATION:

Adopt a resolution for renewal and addition of On-Call Professional Services Agreements.

BACKGROUND:

Over the past several years, City of Commerce has developed its own list of on-call consultants' services. The on-call consultants provide staff with the ability to draw on a list of pre-qualified consultants, with pre-negotiated base rates, and pre-approved agreements to perform studies, provide design work, or deliver environmental reviews to name a few. Under this system, staff provides a scope of work to the on-call consultants and requests a proposal. The consultant with the best proposal is then selected and recommended to Council for approval.

The City Council approved the list of the On-Call Professional Services Agreement for General Civil Engineering on February 2, 2016 for a three (3) year term. The list included BkF Engineers; Elie Farah, Inc.; JM Diaz, Inc.; Stantec Consulting Services, Inc.; and Transtech Engineers, Inc.

Similarly, on April 19, 2016, Council approved the list for Traffic Engineering consultants for three (3) years that included Elie Farah, Inc.; Gibson Transportation Consulting, Inc.; Hartzog & Crabill, Inc.; LIN Consulting Services, Inc.; LSA Associates, Inc.; Transtech Engineers, Inc.; and Transpo Group.

Moreover, on May 3, 2016, Council approved the list for Real Estate Services and Right of Way consultants for a three (3) year term that included Overland, Pacific & Cutler, LLC; Security Land and Right of Way Services, Inc.; and Tierra West Advisors.

ANALYSIS:

Staff recommends the renewal of the General Civil Engineering agreements for the existing consultants for an additional three (3) years, with a contract term beginning February 3, 2019 and ending on February 2, 2022.

In addition, staff recommends the renewal of the Traffic Engineering agreements for the existing consultants for an additional three (3) years, with a contract term beginning on April 20, 2019 and ending on April 19, 2022.

Furthermore, staff recommends the renewal of Real Estate Services and Right of Way agreements for the existing consultants for an additional three (3) years, with a contract term beginning on May 3, 2019 and ending on May 2, 2022.

Lastly, staff recommends the addition of the following firms to the on-call consultant list: 1. CWE to the General Civil Engineering and the Construction Management and Inspection lists; 2. Kimley-Horn to be added to the Traffic Engineering list; 3. Psomas to be added to the General Civil Engineering, Surveying, and Environmental Science, Planning, Analysis & Assessment, and Regulatory Compliance lists; and 4. Transtech Engineers, Inc. to be added to Planning Services and Staff Augmentation lists. The contract term for these three firms begins on June 4, 2019 and will end on June 3, 2022.

ALTERNATIVES:

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

FISCAL IMPACT:

No fiscal impact is expected at this time.

RELATIONSHIP TO STRATEGIC GOALS:

This item relates to the City Council's specific 2016 Strategic Action Plan: *Implement city business processes and operational efficiencies to streamline the cost of government including the examination and identification of cost of services.*

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: Noel Tapia, City Attorney

Respectfully submitted: Edgar P. Cisneros, City Manager

ATTACHMENTS:

1. Resolution
2. Renewal Agreements for General Civil Engineering
3. Renewal Agreements for Traffic Engineering

4. Renewal Agreement for Real Estate Services and Right of Way
5. Professional Services Agreement for CWE
6. Professional Services Agreement for Kimley-Horn
7. Professional Services Agreement for Psomas
8. Supplemental Questionnaires