

# Agenda Report

December 12, 2016

**TO:** Honorable Mayor and City Council

**FROM:** Department of Public Works

**SUBJECT: AUTHORIZATION TO ENTER INTO CONTRACTS WITH ANDERSONPENNA PARTNERS, KOA CORPORATION, PSOMAS, RWBID CONSTRUCTION MANAGEMENT, AND SIMPLUS MANAGEMENT TO PROVIDE ON-CALL PROJECT MANAGEMENT PROFESSIONAL SERVICES IN AN AMOUNT NOT TO EXCEED \$1,000,000 FOR EACH CONSULTANT**

**RECOMMENDATION:**

It is recommended that the City Council

- 1 Find the proposed action is exempt from the California Environmental Quality Act (CEQA) in accordance with Section 15061(b)(3) The General Rule that CEQA only applies to projects that may have an effect on the environment,
- 2 Authorize City Manager to enter into a contract, without competitive bidding pursuant to City Charter Section 1002(F), for professional or unique services with AndersonPenna Partners for On-Call Project Management Professional Services for three years with two, one-year options at the discretion of the City Manager in an amount not to exceed \$200,000 per year for a total of \$1,000,000,
- 3 Authorize City Manager to enter into a contract, without competitive bidding pursuant to City Charter Section 1002(F), for professional or unique services with KOA Corporation for On-Call Project Management Professional Services for three years with two, one-year options at the discretion of the City Manager in an amount not to exceed \$200,000 per year for a total of \$1,000,000,
- 4 Authorize City Manager to enter into a contract, without competitive bidding pursuant to City Charter Section 1002(F), for professional or unique services with PSOMAS for On-Call Project Management Professional Services for three years with two, one-year options at the discretion of the City Manager in an amount not to exceed \$200,000 per year for a total of \$1,000,000,

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7

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AGENDA ITEM NO \_\_\_\_\_

- 5 Authorize City Manager to enter into a contract, without competitive bidding pursuant to City Charter Section 1002(F), for professional or unique services with RWBID Construction Management for On-Call Project Management Professional Services for three years with two, one-year options at the discretion of the City Manager in an amount not to exceed \$200,000 per year for a total of \$1,000,000, and
- 6 Authorize City Manager to enter into a contract, without competitive bidding pursuant to City Charter Section 1002(F), for professional or unique services with Simplus Management for On-Call Project Management Professional Services for three years with two, one-year options at the discretion of the City Manager in an amount not to exceed \$200,000 per year for a total of \$1,000,000

**BACKGROUND:**

The Department of Public Works is seeking qualified on-call Project Management consultants to provide professional services on an as-needed basis for the City of Pasadena's Capital Improvement Program projects. The scope of work may include, but is not limited to developing project scopes, preparation of plans, specifications and cost estimates, plan review, management and monitoring of project schedules and budgets, coordination of efforts between multiple City departments and outside agencies, obtaining entitlements, and coordinating project procurement process.

Consultants will provide services and expertise when City staff is not readily available and will help ensure projects continue to be delivered in a timely and efficient manner. When individual projects are identified, each of the selected consultants will be solicited for their proposals. Consultant selection for individual projects will be based on qualifications, expertise, time availability, and cost. When the project consultant is selected, a purchase order will be opened up against the consultant's master contract and their services will be funded by the individual Capital Improvement Program project. The contract is open to all City departments to assist with their Capital Improvement Program projects.

The Department of Public Works issued a Request for Proposals (RFP) for On-Call Project Management Services on June 21, 2016. The City received sixteen (16) proposals on July 27, 2016 in response to the RFP. Below is a list of proposers.

Firm	City	
AndersonPenna Partners, Inc	Newport Beach	Short-Listed
KOA Corporation	Monterey Park	
Pacifica Services, Inc	Pasadena	
PSOMAS	Pasadena	
RWBID Construction Management, LLC	Pasadena	
Simplus Management Corporation	Los Alamitos	
Simpson & Simpson Management Consulting, Inc	Alhambra	
TTG Engineers	Pasadena	
CivilSource, Inc	Irvine	Others
Critical Project Management, LLC	Pasadena	
Cumming Construction Management	Aliso Viejo	
Griffin Structures, Inc	Irvine	
KRE Consulting, LLC	Pasadena	
MNS Engineers, Inc	Pasadena	
Project Partners	Laguna Hills	
Southstar Engineering & Consulting, Inc	Riverside	

Based on the evaluation procedures and criteria specified in the RFP, the firms were scored and ranked by a selection committee. The top eight ranked consulting firms, which included four Pasadena firms, were interviewed by the committee on November 3 and 4, 2016. Attachment A contains a summary of the proposal, interview, and total scoring. PSOMAS, RWBID Construction Management, AndersonPenna Partners, Simplus Management, and KOA Corporation were ranked one through five respectively, and all are recommended to provide On-Call Project Management Professional Services.

AndersonPenna Partners, Inc is a woman-owned business headquartered in Newport Beach with 80 employees and two offices supporting its projects in Southern California. AndersonPenna Partners has eleven years of professional experience providing project management services serving Public Works departments for the cities of Tustin, Long Beach, and Laguna Beach. AndersonPenna Partners has provided project management services for roadway rehabilitation, sidewalk repair, and street improvement projects that include landscaping, irrigation, lighting, ADA improvements, traffic signals, and pavement resurfacing.

KOA Corporation is a firm with 83 employees in four offices with its main office headquartered in Monterey Park. KOA Corporation has 29 years of professional experience providing project management services for numerous public agencies. KOA has previously worked for the City of Pasadena by providing conceptual designs for the Avenue 64 Complete Streets Project in the amount of \$24,980. KOA has provided project management services for the cities of Rancho Palos Verdes, Long Beach, and Hawthorne for green street improvements, restroom and park facility upgrades, and traffic signal improvement projects.

PSOMAS is a California corporation with 570 employees in ten offices, including one in Pasadena. Founded in 1946, their staff includes over 250 licensed staff including construction/project managers, civil engineers, land surveyors, and landscape architects. PSOMAS currently provides project management services for the cities of Long Beach, Los Angeles, and Huntington Beach. Previous projects included pedestrian bridge improvements, public park facility upgrades, restroom facility development, and community center renovations. PSOMAS has previously provided on-call engineering design and right of way support services for the City on the SR 710 Mitigation project.

RWBID is a Pasadena local firm with 22 employees. RWBID has six years of professional experience providing project management services throughout Southern California. While RWBID has no experience with City of Pasadena projects, they provide project management services to Public Works departments for various cities. Projects located in Los Angeles, Culver City, Santa Monica, and Downey include complete and green streets, park and restroom facilities, bridges, storm and sanitary sewers, traffic signals, and street lighting.

Simplus Management is a 13 employee firm headquartered in Los Alamitos with 20 years of professional experience providing project management services specifically for public agencies. Although Simplus Management has no experience working with the City of Pasadena, they have experience with the cities of Long Beach and Signal Hill. Public Works project management experience includes essential service buildings, government and institutional buildings, and storm water management.

Based on the scoring above, it is recommended that the City enter into contracts with AndersonPenna Partners, KOA Corporation, PSOMAS, RWBID Construction Management, and Simplus Management for an amount not to exceed \$200,000 per year each over a three-year term with two one-year options to be exercised at the City Manager's discretion commencing the date that each contract is fully executed. Attachment B contains completed Taxpayer Protection Amendment forms.

#### **COUNCIL POLICY CONSIDERATION:**

These contract awards are consistent with the City Council's goals to improve, maintain and enhance public facilities and infrastructure, support and promote the quality of life and local economy, and ensure public safety.

#### **ENVIRONMENTAL ANALYSIS:**

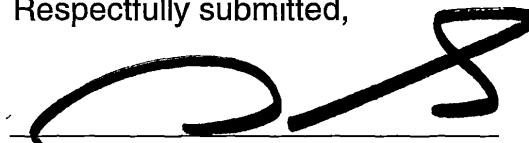
This project is exempt from CEQA review pursuant to State CEQA Guidelines section 15061 (b) (3). The contract is covered by the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to the provisions of CEQA. These contracts would retain a consultant for professional

project management services only. The specific designs and subsequent construction of capital improvement projects will be subject to appropriate project-level environmental review at the time each is brought forward for first discretionary action.

**FISCAL IMPACT:**

The cost of the five contracts is a maximum of \$5,000,000 over five years. Funding for this action exists within budgeted capital project appropriations in the Capital Improvement Program. It is anticipated that all of the costs for the initial three-year contracts with two one-year options will be spent between FY 2018 and FY 2022. There are support costs such as contract administration and site inspections which are already included in the operating and capital budgets.

Respectfully submitted,



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Director of Public Works

Prepared by.



Hayden Melbourne, P E  
Capital Projects Manager

Approved by



Steve Mermell  
City Manager

Attachment A – Consultant Scoring and Ranking  
Attachment B – Taxpayer Protection Amendment