

# Agenda Report

August 20, 2018

**TO:** Honorable Mayor and City Council

**FROM:** Department of Public Works

**SUBJECT: AUTHORIZATION TO ENTER INTO CONTRACTS WITH DEGENKOLB ENGINEERS; KPFF, INC. DBA KPFF CONSULTING ENGINEERS; IMEG CORP; AND HOHBACH-LEWIN, INC. FOR ON-CALL STRUCTURAL ENGINEERING SERVICES IN AN AMOUNT NOT TO EXCEED \$500,000 FOR EACH CONSULTANT**

## **RECOMMENDATION:**

It is recommended that the City Council:

1. Find that the project proposed herein to be categorically exempt under the California Environmental Quality Act (CEQA) Guidelines in accordance with Title 14, Chapter 3, Article 5, Section 15061(b)(3), the General Rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment;
2. Authorize City Manager to enter into a contract, as the result of a competitive selection process, as specified by Section 4.08.047 of the Pasadena Municipal Code, with Degenkolb Engineers for On-Call Structural Engineering Services for a total amount not to exceed \$500,000 over a five year term. Competitive price bidding is not required pursuant to City Charter Section 1002(F) (contracts for professional or unique services);
3. Authorize City Manager to enter into a contract, as the result of a competitive selection process, as specified by Section 4.08.047 of the Pasadena Municipal Code, with KPFF, Inc. dba KPFF Consulting Engineers for On-Call Structural Engineering Services for a total amount not to exceed \$500,000 over a five year term. Competitive price bidding is not required pursuant to City Charter Section 1002(F) (contracts for professional or unique services);
4. Authorize City Manager to enter into a contract, as the result of a competitive selection process, as specified by Section 4.08.047 of the Pasadena Municipal Code, with IMEG Corp for On-Call Structural Engineering Services for a total

amount not to exceed \$500,000 over a five year term. Competitive price bidding is not required pursuant to City Charter Section 1002(F) (contracts for professional or unique services); and

5. Authorize City Manager to enter into a contract, as the result of a competitive selection process, as specified by Section 4.08.047 of the Pasadena Municipal Code, with Hohbach-Lewin, Inc. for On-Call Structural Engineering Services for a total amount not to exceed \$500,000 for a five year term. Competitive price bidding is not required pursuant to City Charter Section 1002(F) (contracts for professional or unique services).

**BACKGROUND:**

The Department of Public Works is seeking qualified On-Call Structural Engineering Services consultants to provide professional services on an as-needed basis for the City of Pasadena's Capital Improvement Program (CIP). The scope of work may include, but is not limited to structural evaluations and retrofit designs for existing buildings and bridges, preparation of schematic design packages, development of construction drawings and specifications, independent quality assurance and peer review services, and construction support and inspection.

Consultants will provide services when City staff is not readily available or when services exceed the expertise and/or qualifications of City staff. 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 issued against the consultant's master contract, and their services will be funded by the individual CIP project. The contracts are open to be utilized by all City departments for their CIP projects including Pasadena Water and Power and Planning and Community Development. However, Public Works will be responsible for ensuring that the total contract work is within the adopted not-to-exceed amount.

The Department of Public Works issued a Request for Proposals (RFP) for On-Call Structural Engineering Services utilizing the federal procurement process and evaluation criteria on April 6, 2018. The City received five proposals on May 22, 2018 in response to the RFP. Below is a list of proposers.

<b>Firm</b>	<b>City</b>
Degenkolb Engineers	Los Angeles
KPFF, Inc. dba KPFF Consulting Engineers	Los Angeles
IMEG Corp	Pasadena
Hohbach-Lewin, Inc.	South Pasadena
Brandow-Johnston, Inc	Los Angeles

Based on the evaluation procedures and criteria specified in the RFP, the firms were scored and ranked by a selection committee. All five consulting firms were interviewed by

the committee on June 29, 2018 and July 9, 2018. Attachment A contains a summary of the proposal and scoring based on federal criteria. Degenkolb Engineers; KPFF, Inc. dba KPFF Consulting Engineers; IMEG Corp; and Hohbach-Lewin, Inc. were ranked one through four respectively and all are recommended to provide On-Call Structural Engineering Services. Each selected firm demonstrated distinct strengths, resources, and capacities such as bridge expertise, grant writing, post-emergency programs, seismic retrofit analysis, and development of building ordinances and guidelines. As such, these firms will collectively provide the best coverage needed to fulfill the range of structural engineering services the City of Pasadena requires.

Degenkolb Engineers, located in Los Angeles, has been providing service to local agencies since their inception in 1940. The firm routinely works with public agencies on a wide variety of building seismic evaluation and retrofit projects. For this proposed contract, they have partnered with a bridge engineering sub-consultant that specializes in analyzing the structural integrity of bridges and is well-versed in State bridge-funding programs. Degenkolb has previously worked with the City of Pasadena on two structural engineering services purchase orders for the Department of Planning and Community Development in the amount of \$10,000 and \$21,665. Degenkolb has worked with or has current contracts with the cities of Los Angeles, Beverly Hills, Santa Monica, and West Hollywood on projects that involve retrofits of city-owned buildings, evaluations and renovations of potentially hazardous buildings, peer review and plan check, and assisting in the development of seismic ordinances.

KPFF, Inc. dba KPFF Consulting Engineers, located in Los Angeles, was established in 1960 and employs over 1,025 professionals with over 210 employees in their Southern California offices in Los Angeles, Irvine, and Long Beach. The firm has performed over 100 seismic evaluations and retrofit to existing buildings and provided quality assurance and peer review services to various public agencies. KPFF has not previously performed any work for the City of Pasadena. KPFF has provided structural engineering services to numerous agencies such as the City of Thousand Oaks, City of Santa Monica, Orange County, Office of Statewide Health Planning and Development (OSHPD), and Department of General Services, Division of State Architect for Los Angeles.

IMEG Corp, formerly known as TTG Engineers, is located in Pasadena and employs over 1,200 professionals with 30 offices throughout the United States and six offices in California. IMEG has 63 years of experience providing professional services to clients for buildings, bridges, waste and water facilities, equipment anchorage, seismic assessment and mitigation, and construction administration services. IMEG Corp has previously worked for the City of Pasadena on an on-call structural engineering services contract in the amount of \$40,084, an on-call survey consultant services contract in the amount of \$82,919, and an on-call consulting services contract for Department of Water and Power in an amount of \$84,978. IMEG Corp has provided structural engineering services to other cities such as Santa Monica, Moreno Valley, Los Angeles, Arcadia, and Ontario.

Hohbach-Lewin, Inc. was established in 1998 and is located in South Pasadena. The firm employs over 75 professional and technical individuals among their four offices. Hohbach-

Lewin, Inc. currently holds a similar on-call contract with the City of Palo Alto. Hohbach-Lewin, Inc. has not previously performed any work for the City of Pasadena. Hohbach-Lewin has provided structural engineering services to other public agencies such as the cities of Los Angeles, Arcadia, San Gabriel, and Whittier, and the counties of Los Angeles and San Bernardino.

Based on the RFP scoring, it is recommended that the City enter into contracts with Degenkolb Engineers; KPFF, Inc. dba KPFF Consulting Engineers; IMEG Corp; and Hohbach-Lewin, Inc. for an amount not to exceed \$500,000 each over a five-year term commencing the date that each contract is fully executed.

**COUNCIL POLICY CONSIDERATION:**

This project is consistent with the City Council's goals to improve, maintain and enhance public facilities and infrastructure and support and promote the quality of life and local economy, and ensure public safety.

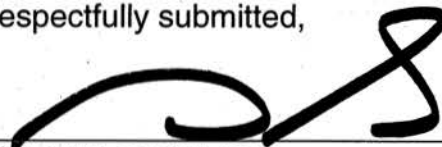
**ENVIRONMENTAL ANALYSIS:**

These contracts are exempt from CEQA review pursuant to State CEQA Guidelines section 15061(b)(3). The contracts are covered by the general rule that CEQA applies only to projects which have the potential for causing 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 consultants for professional structural engineering 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 combined cost of these contracts is a maximum of \$2,000,000 over five years. Funding for this action exists within various budgeted capital project appropriations in the CIP. Funding availability for each project will be evaluated on an as-needed basis. It is anticipated that all the costs for these five-year contracts will be spent between FY 2019 and FY 2024. 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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ARA MALOYAN, P.E.  
Director of Public Works

Prepared by:

  
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Hayden Melbourn, P.E.  
Principal Engineer

Approved by:

  
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STEVE MERMELL  
City Manager

Attachment A - Consultant Scoring and Ranking