



Agenda Report

August 31, 2015

TO: Honorable Mayor and City Council

FROM: Department of Public Works

SUBJECT: AUTHORIZATION TO ENTER INTO CONTRACTS WITH TTG ENGINEERS AND MNS ENGINEERS, INC. TO PROVIDE SURVEY CONSULTANT SERVICES IN AN AMOUNT NOT TO EXCEED \$200,000 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), contract for professional or unique services, with TTG Engineers for survey consultant services for two years in an amount not to exceed \$200,000; and
3. Authorize City Manager to enter into a contract without competitive bidding pursuant to City Charter Section 1002(F), contract for professional or unique services, with MNS Engineers, Inc. for survey consultant services for two years in an amount not to exceed \$200,000.

BACKGROUND:

The Department of Public Works is seeking qualified survey consulting firms to provide professional services for both City and private development projects on an as-needed basis, including but not limited to various capital improvement projects and subdivision map reviews for private developments. The scope of the work may include: topography mappings; utility surveys; stationing and cross-sections for street design; centerline and monumentation establishments; benchmarks setup and maintenance; construction staking; right-of-way engineering support; boundary surveys; preparation of legal descriptions; and plan checking of subdivision maps.

The Department of Public Works issued a Request for Proposals (RFP) for Survey Consultant Services on June 5, 2015. The City received 12 proposals on July 13, 2015 in response to the RFP. Below is a list of proposers:

Firm	City	Rating
TTG Engineers	Pasadena	81.50
MNS Engineers, Inc.	Pasadena	81.17
David Evans & Associates	Ontario	80.67
Cabrinha, Hearn & Associates	Pasadena	77.50
Psomas	Pasadena	74.67
Guida Surveying, Inc.	Irvine	74.17
CNC Engineering	Industry	73.33
KDM Meridian	Lake Forest	66.33
Chris Nelson & Associates	Westlake Village	66.00
WD Wooley & Associates	Tustin	65.58
Wagner Engineering & Survey, Inc.	Northridge	65.33
JGM, Inc.	Los Angeles	61.83

Based on the evaluation procedures and criteria specified in the RFP, the firms were scored and ranked by the Department of Public Works. The top two ranked consulting firms, TTG Engineers and MNS Engineering Inc., are recommended to be selected to provide survey consultant services.

TTG Engineers is a local Pasadena business and has almost 60 years of professional experience providing both surveying consulting and structural engineering services. The Department of Public Works utilized TTG Engineers for subdivision map checking services through a purchase order contract in Fiscal Year 2015. In addition, TTG Engineers has a current On-Call Structural Engineering Professional Services contract with the Department of Public Works. They have also previously worked on several City projects, including the Pasadena Ice Rink; Fire Stations 32, 33 and 39; and Villa Parke Community Center.

MNS Engineers, Inc. is a local Pasadena business and has over 50 years of land surveying experience. Their expertise includes land and construction surveying, right-of-way engineering, and municipal services. MNS has provided on-call surveying services to various public agencies such as Caltrans; the cities of Santa Monica, Simi Valley, and San Jose; and the counties of Santa Barbara, Ventura, and Riverside. This company has not previously done work for Pasadena.

It is recommended that the City enter into contracts with TTG Engineers and MNS Engineers, Inc. for an amount not to exceed \$200,000 each over a two-year term commencing the date that each contract is fully executed.

COUNCIL POLICY CONSIDERATION:

The contracts 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:

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 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 consultants for survey consulting 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. The environmental issues for the private developments will be addressed during the planning entitlement phase.

FISCAL IMPACT:

The cost of these contracts is a maximum of \$400,000 over two years. Funding for this action exists within budgeted capital project appropriations in the Capital Improvement Program (CIP). The list of potential CIP projects is as shown below. There are support costs such as contract administration and site inspections which are already included in the operating and capital budgets.

Projects	Account Number	Total Project Budget
Miscellaneous Concrete Repair Project 2016	73908	\$300,000
Miscellaneous Concrete Repair Project 2017	73908	\$300,000
Drainage Improvements of Flat Streets 2016	73910	\$250,000
Drainage Improvements of Flat Streets 2017	73910	\$250,000
Resurfacing 2015	73906	\$1,900,000
Resurfacing 2016	73907	\$1,900,000
Citywide Sidewalk Improvements Program	73913	\$1,250,000
Concrete Streets and Alleys 2017	73904	\$200,000

Funding for the selected survey consulting firms to provide subdivision map checking services will come from the developers. The City requires the private developers of the maps to submit sundry deposits for the review services. Funds from these deposits will be used to pay the consulting firms for their professional services.

Respectfully submitted,



JULIE A. GUTIERREZ
Interim Director of Public Works

Prepared by:



Yannie Wu
Principal Engineer

Approved by:



MICHAEL J. BECK
City Manager