

Agenda Report

December 12, 2016

TO: Honorable Mayor and City Council

FROM: Department of Public Works

SUBJECT: AUTHORIZATION TO ENTER INTO CONTRACTS WITH CIVILSOURCE, INC., KOA CORPORATION, MNS ENGINEERS, INC., PSOMAS, AND VALI COOPER & ASSOCIATES, INC TO PROVIDE ON-CALL CONSTRUCTION MANAGEMENT AND INSPECTION 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 CivilSource, Inc for On-Call Construction Management and Inspection 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 Construction Management and Inspection 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 MNS Engineers, Inc for On-Call Construction Management and Inspection 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,

- 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 PSOMAS for On-Call Construction Management and Inspection 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 Vali Cooper & Associates, Inc for On-Call Construction Management and Inspection Service 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 Construction Management and Inspection Services consultants to provide professional services on an as-needed basis for the City of Pasadena's Capital Improvement Program. The scope of work may include, but is not limited to constructability review, contract management including processing submittals and requests for information, construction inspection, special inspection, material sampling and testing and compliance with Caltrans and Federal requirements.

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 Construction Management and Inspection Services on June 30, 2016. The City received 12 responsive proposals on August 3, 2016 in response to the RFP. Below is a list of proposers.

Firm	City	
Anderson Penna Partners, Inc	Newport Beach	Short-Listed
CivilSource, Inc	Irvine	
KOA Corporation	Monterey Park	
MNS Engineers, Inc	Pasadena	
Pacifica Services, Inc	Pasadena	
PSOMAS	Pasadena	
TTG Engineers	Pasadena	
Vali Cooper & Associates, Inc	Orange	
Falcon Engineering Services	Corona	Others
GK & Associates, Inc	Diamond Bar	
Simplex Management Corporation	Los Alamitos	
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 16 and 17, 2016. Attachment A contains a summary of the proposal, interview, and total scoring. PSOMAS, CivilSource, Inc, Vali Cooper & Associates, Inc, MNS Engineers, Inc, and KOA Corporation were ranked one through five respectively, and all are recommended to provide On-Call Construction Management and Inspection Services.

CivilSource, Inc, located in Irvine, CA was established in 2006 and employs over 65 people, including licensed civil engineers, construction managers, certified inspectors, and public works professionals. This firm specializes in the engineering design, construction management, and inspection of capital improvement projects including streets, traffic systems, water and wastewater systems, drainage and flood control, parks, vertical construction, landscaping, etc. CivilSource, Inc has experience working with other municipalities such as the cities of Glendale, Downey, and Huntington Beach. CivilSource, Inc has not worked previously with the City of Pasadena.

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 construction 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 construction 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.

MNS Engineers, Inc is a Santa Barbara-based firm established in 1962 with 100 employees in eight offices including one in Pasadena. MNS Engineers, Inc provides infrastructure consulting services to the transportation, water resources, and government service markets throughout California and specializes in the core services

of civil engineering, infrastructure project management, construction management, and land surveying MNS Engineers, Inc has provided services to numerous cities such as Goleta, Oxnard, and Santa Monica MNS Engineers, Inc currently has a \$200,000 contract with the Department of Public Works to provide on-call survey consultant services

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 construction 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

Vali Cooper & Associates, Inc (VC&A) is a California corporation that has been providing on-call construction management and inspection services to public agencies and private sector clients for the past 29 years With over 180 employees including licensed engineers, inspectors, office engineers, material testers, and other professionals, VC&A has 10 offices in California, three of which are in Southern California Services provided under this contract will be from their Orange office This firm has provided services to other public agencies such as the cities of Garden Grove, South Gate, and Riverside VC&A is currently under contract with the City of Pasadena for Construction Management Services for the La Loma Bridge Seismic Retrofit and Rehabilitation project for an amount not to exceed \$1,100,000

Based on the scoring above, it is recommended that the City enter into contracts with CivilSource, Inc , KOA Corporation, MNS Engineers, Inc , PSOMAS, and Vali Cooper & Associates, Inc , 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:

This project is 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:

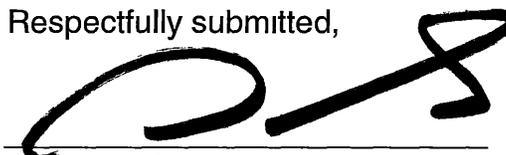
This project is exempt from CEQA review pursuant to State CEQA Guidelines section 15061 (b) (3) The contract is covered by the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment Where it can be seen with certainty that there is 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 This contract would retain a consultant for professional construction management and inspection services only

FISCAL IMPACT:

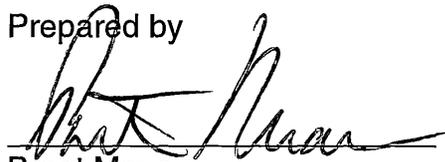
The cost of the five contracts is a maximum of \$5,000,000 over five years Funding for this action exists within budgeted capital project appropriations in the Capital Improvement Program It is anticipated that all of the costs for the initial three-year contract with two one-year options will be spent 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,



ARA MALOYAN, P E
Director of Public Works

Prepared by



Brent Maue
Principal Engineer

Approved by



Steve Mermell
City Manager

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