

Agenda Report

October 18, 2021

TO: Honorable Mayor and City Council

FROM: Department of Public Works

SUBJECT: AMENDMENT TO CONTRACT WITH KPFF, INC., DBA KPFF CONSULTING ENGINEERS (NO. 31,285) FOR ON-CALL STRUCTURAL ENGINEERING SERVICES; AMENDMENT TO CONTRACT WITH DAHLIN GROUP, INC. (NO. 31,319) FOR ON-CALL ARCHITECTURAL ENGINEERING SERVICES; AND AMENDMENT TO CONTRACT WITH BLACK O'DOWD AND ASSOCIATES, INC., DBA BOA ARCHITECTURE (NO. 31,320) FOR ON-CALL ARCHITECTURAL ENGINEERING SERVICES

RECOMMENDATION:

It is recommended that the City Council:

1. Find that the proposed action of amending an existing contract is not a "project" as defined in the California Environmental Quality Act (CEQA), Public Resources Code Section 21065 and Section 15378(b)(4) and (5) of the State CEQA Guidelines and, as such, is not subject to environmental review;
2. Authorize City Manager to amend Contract No. 31,285 with KPFF, Inc., dba KPFF Consulting Engineers, to increase the contract amount by \$160,000 for a total not-to-exceed amount of \$660,000;
3. Authorize City Manager to amend Contract No. 31,319 with Dahlin Group, Inc. to increase the contract amount by \$120,000 for a total not-to-exceed amount of \$620,000; and
4. Authorize City Manager to amend Contract No. 31,320 with Black O'Dowd Associates, dba BOA Architecture, to increase the contract amount by \$150,000 for a total not-to-exceed amount of \$650,000.

BACKGROUND:

In Fiscal Year (FY) 2019, the Department of Public Works entered into contracts with four consultants for on-call architectural engineering services and with four consultants

for on-call structural engineering services. Each contract is for a total amount not to exceed \$500,000 over a five-year term, and due to expire the second quarter FY 2024. The intent of these contracts is to provide professional services on an as-needed basis for the City of Pasadena's Capital Improvement Program (CIP) when City staff was not readily available or when services exceeded the expertise and/or qualifications of City staff.

Over the course of the contract term, individual projects were identified and proposals were solicited from the on-call pool of consultants. Consultant selection for each project was based on qualifications, expertise, time availability, and cost. When a consultant was selected, a purchase order was issued against the consultant's master contract and their services were funded by the individual CIP projects.

The contracted design services have been or are nearing completion for each of the projects below. While in the planning and design phases, each of the projects increased in overall size due to various reasons including unforeseen site conditions. Due to the increased scope of the projects, the planning and design phase budgets increased accordingly leaving an inadequate contract balance to complete the required construction administration services. Each of the recommended contract amendments listed below will allow for the projects to continue on their respective schedules without delay.

Contract Amendments

1. On-Call Structural Engineering Services Contract No. 31,285 – The Department of Public Works recommends increasing Contract No. 31,285 for on-call structural engineering services with KPFF Consulting Engineers by \$160,000 for a total not-to-exceed amount of \$660,000. KPFF Consulting Engineers is responsible for the structural assessment as part of the *Central Library – Building Systems and Structural Assessments (71910)* and the design of the *Washington Park Community House and Restroom – Design Phase (78088)* projects. The contract amendment will cover costs associated with construction administration services during the construction phase of the *Washington Park Community House and Restroom – Construction Phase (78089)* project scheduled to begin in Spring 2022 and ongoing structural investigation, analysis, and inspection costs associated with Central Library. The additional services are not part of the original contract scope of work.

2. On-Call Architectural Engineer Services Contract No. 31,319 – The Department of Public Works recommends increasing Contract No. 31,319 for on-call architectural engineering services with Dahlin Group by \$120,000 for a total not-to-exceed amount of \$620,000. Dahlin Group is responsible for the design of the *Robinson Park – Pool and Pool Building Renovations (78085)* project. The contract amendment will cover costs associated with construction administration services during the construction phase of the project scheduled to begin in Spring 2022. The additional services are not part of the original contract scope of work.

3. On-Call Architectural Engineering Services Contract No. 31,320 – The Department of Public Works recommends increasing Contract No. 31,320 for on-call architectural engineering services with BOA Architecture by \$150,000 for a total not-to-exceed amount of \$650,000. BOA Architecture is responsible for the design of Fire Station 33, Fire Station 37, and Fire Station 38 as part of the *Fire Stations Renovations and Improvements (71911)*; the design of *Fire Station 31 Seismic Retrofit (71914)*; and the design of the *Villa Parke Community Center Improvements (78061)*. The contract amendment will cover costs associated with construction administration services during construction phase of Fire Station 31, 37 and 38 improvements scheduled to begin in 2022. The additional services are not part of the original contract scope of work.

COUNCIL POLICY CONSIDERATION:

The contract amendments are consistent with City Council's goal to improve, maintain, and enhance public facilities and infrastructure, and support and promote the quality of life and local economy.

ENVIRONMENTAL ANALYSIS:

CEQA excludes from environmental analysis those actions that are not "projects" as defined by State CEQA Guidelines Section 15378. That section excludes from the definition of "project" the creation of government funding mechanisms and fiscal activities which do not yet commit the lead agency to any specific project, and also excludes organizational or administrative governmental activities that do not result in physical changes to the environment. The action proposed for the amendment to an existing contract herein is budgetary and part of the City's normal administrative process.

FISCAL IMPACT:

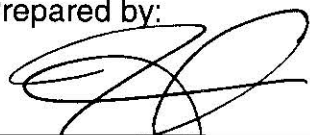
The combined increase to these on-call contracts is \$430,000 for a maximum combined cost on the contracts of \$1,930,000 over five years. Funds for this action exist within various budgeted capital project appropriations in the CIP budget. Funding availability for each project will be evaluated on an as-needed basis. It is anticipated that all the costs associated with this increase will be spent by FY 2024.

Respectfully submitted,



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Approved by:



STEVE MERMELL
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