



DATE: July 2, 2019

TO: Mayor and City Council

FROM: Director of Public Works

SUBJECT: Adopt a Resolution Authorizing the City Manager to Execute Professional Services Agreements with Consolidated Engineering Laboratories, Signet, and Applied Materials & Engineering for On-Call Material Testing and Special Inspection Services for a Term of Three-Years and a Not-to-Exceed Amount of \$200,000 per Firm

RECOMMENDATION

That Council adopts a resolution (Attachment II) authorizing the City Manager to execute three-year Professional Services Agreements (PSAs) with Consolidated Engineering Laboratories, Signet, and Applied Materials & Engineering for on-call material testing and special inspection services for a term of three-years and a not-to-exceed amount of \$200,000 per firm.

SUMMARY

Continuing with on-call material testing and special inspection services will allow the Department to continue providing timely required material testing and special inspections on all City-sponsored projects. There is no additional fiscal impact because these services will only be used on City projects with approved material testing and special inspection budgets. It is not the intention to use all allocated funding for each firm each year; rather, the budgeted amount will allow staff to utilize the firm most qualified for the specialized testing and inspection services. Although the PSA for each firm is for \$200,000 per year, the total amount expended between all three firms will likely not exceed \$300,000 per year. The total potential not-to-exceed amount for this item for three years, based on current project budget estimates, is \$900,000.

BACKGROUND

Public Works Construction Inspection staff is responsible for overseeing the construction of all Capital Improvement Projects (CIP). These projects include all City streets, sidewalks, streetlights and traffic signals, storm drains, sanitary sewers, domestic water, recycled water, the water pollution control facility, airport runways, and City owned building projects. Material testing and special inspections are required on these projects to ensure

that the materials used meet project specifications. Additionally, these projects often require specialty inspectors to observe some of the in-place materials and workmanship.

The City does not have material testing laboratories or personnel to perform this type of work, hence on July 5, 2016, Council approved and authorized the City Manager to enter into three, three-year PSAs with firms to perform these inspections. Those PSAs are due to expire on September 5, 2019.

DISCUSSION

Material testing and specialty inspections will be performed only as required to deliver projects in compliance to codes and specifications. These services will be paid for from capital improvement project (CIP)t budgets. The current three-year material testing and special inspection agreements established in July 2016 are due to expire on September 5, 2019. A Request for Proposals (RFP) was developed and advertised. On May 10, 2019, eight firms submitted proposals in response to the RFP. Three firms - Consolidated Engineering Laboratories, Signet, and Allied Materials & Engineering - were determined by staff to be the most qualified for the services needed based on their laboratory credentials and staff experience in providing similar services to other public agencies along with competitive rates. Using three firms provides staff flexibility in using the firm with the best fit for each specific project.

Staff recommends an agreement with each firm for a not-to-exceed amount of \$200,000 annually, for a three-year period, with an anticipated total yearly expense not-to-exceed \$300,000 between the three firms or a total three-year expense not-to-exceed \$900,000.

ECONOMIC IMPACT

There is no economic impact associated with this item.

FISCAL IMPACT

There will be no impact to the General Fund. The funding for these services, an anticipated total of \$900,000 over three years, will come from previously approved budgets allocated for material testing and special inspections for projects within the adopted CIP.

STRATEGIC INITIATIVES

This is a routine operational item and does not relate to the Council's strategic initiatives.

SUSTAINABILITY FEATURES

There are no sustainability features associated with this item.

PUBLIC CONTACT

There is no public contact associated with this item.

NEXT STEPS

If Council authorizes such contract services, the City Manager will finalize negotiations and execute a separate agreement with each firm.

Prepared by: Jason Whipple, Supervising Construction Inspector

Recommended by: Alex Ameri, Director of Public Works

Approved by:

A handwritten signature in black ink, appearing to read 'K. McAdoo', written in a cursive style.

Kelly McAdoo, City Manager