



City of San Leandro

Meeting Date: September 4, 2018

Staff Report

File Number: 18-380 **Agenda Section:** CONSENT CALENDAR

Agenda Number: 8.M.

TO: City Council

FROM: Jeff Kay
City Manager

BY: Keith Cooke
Engineering & Transportation Director

FINANCE REVIEW: David Baum
Finance Director

TITLE: Staff Report for a City of San Leandro City Council Resolution to Approve Amendments to a Consulting Services Agreement with CSG Consultants, Inc. for On-Call Engineering Plan Check, City Surveyor, Land Surveying, and Engineering Inspection Services

SUMMARY AND RECOMMENDATIONS

Staff recommends that the City Council approve an amendment to a Consulting Services Agreement with CSG Consultants, Inc. to add inspection of the Annual Overlay/Rehabilitation 2017-18 Project for an estimated fee of \$168,000.

BACKGROUND

In February 2017, staff issued a request for qualifications (RFQ) seeking civil engineering and land surveying consulting firms to assist with engineering projects as needed. Eight firms responded to the RFQ and CSG Consultants, Inc. (CSG) was one of three firms deemed most qualified; a contract with CSG was approved by City Council on September 5, 2017.

Analysis

Four construction contracts were awarded by City Council on July 7, 2018 including a contract for \$10,163,485 in roadway work on the Annual Overlay/Rehabilitation 2017-18 Project. These construction contracts, combined with existing commitments for encroachment permits, grading permits, and sidewalk work exceed current staff inspection capacity.

The Annual Overlay/Rehabilitation 2017-18 Project is estimated to require up to 1,200 hours of inspection. Staff has determined that using an outside consultant for this work is the most efficient way to supplement the current staff capacity. CSG's contract includes this scope of work; based on the hourly rates contained in the existing agreement, the fee for this work is estimated to be \$168,000, which is more than half of their current not to exceed fee.

This work can be done within the existing contract fee. However, doing so will reduce the amount of work CSG can perform reviewing plans and maps submitted for permit by outside parties. Staff requests that the not to exceed fee be increased by \$168,000 so that CSG can continue to provide plan review services and meet our inspection needs for the Annual Overlay/Rehabilitation 2017-18 Project.

Current Agency Policies

- Maintain and enhance San Leandro’s infrastructure.

Previous Actions

On September 5, 2017, by Resolution No. 2017-115, City Council awarded a \$300,000 contract to CSG for on call engineering services.

On July 16, 2018, by Resolution No. 2018-081, City Council awarded a \$10,163,845 contract to DeSilva Gates Construction for construction of the Annual Overlay/Rehabilitation 2017-18 Project.

Applicable General Plan Policies

T 5.3 Maintenance. Regularly maintain City streets and traffic control devices to ensure that streets operate safely and efficiently. The City will strive for an overall Pavement Condition Index of 76, which is the lower limit of industry best practices.

Environmental Review

This project is categorically exempt from the California Environmental Quality Act (CEQA) per Section 15301(c) of the CEQA guidelines. The Notice of Exemption was filed with the Alameda County Recorder on June 8, 2018.

Fiscal Impacts

The estimated cost of the Annual Overlay/Rehabilitation 2017-18 Project is \$12,045,000 as described below

Design and Bid	\$ 109,855
Construction Contract	\$10,163,845
Construction Management and Inspection	\$450,000
Construction Contingency	<u>\$1,321,300</u>
Total	\$12,045,000

The subject work by CSG will be funded from the project and that cost is included in the estimate above.

Budget Authority

This street rehabilitation project will be funded as follows:

<u>Account No.</u>	<u>Reso., Appropriation Dates & Source</u>	<u>Amount</u>
141-38-392-5240	FY 2017-18 Budget, Measure B and BB	\$1,500,000
141-39-392-5240	FY 2017-18 Budget, Measure BB Grant	\$6,000,000
141-39-392-5240	Reso 2018-081, Measure BB Grant	\$3,225,000
142-38-392-5240	FY 2017-18 Budget, Gas Tax	\$185,000
143-38-392-5240	FY 2017-18 Budget, Measure F (VRF)	\$950,000
593-52-262-5240	FY 2016-17, WPCP Enterprise Fund	<u>\$185,000</u>
	Total	\$12,045,000

Attachment to Related Legislative File

- CSG CSA Amendment 1

PREPARED BY: Nick Thom, City Engineer, Engineering and Transportation Department



City of San Leandro

Meeting Date: September 4, 2018

Resolution - Council

File Number: 18-381 **Agenda Section:** CONSENT CALENDAR

Agenda Number:

TO: City Council

FROM: Jeff Kay
City Manager

BY: Keith Cooke
Engineering & Transportation Director

FINANCE REVIEW: David Baum
Finance Director

TITLE: RESOLUTION of the City of San Leandro City Council to Approve an Amendment to a Consulting Services Agreement wWith CSG Consultants, Inc. For for On-Call Engineering Plan Check, City Surveyor, Land Surveying, and Engineering Inspection Services (provides for additional inspection services for the Annual Overlay/Rehabilitation 2017-18 Project)

WHEREAS, an agreement between the City of San Leandro and CSG Consultants, Inc., for \$300,000 was approved by this City Council on September 5, 2017; and

WHEREAS, an amendment to the agreement between the City of San Leandro and CSG Consultants, Inc. for an additional \$168,000, a copy of which is attached, was presented to this City Council; and

WHEREAS, the City Council is familiar with the contents thereof; and

WHEREAS, the City Manager recommends approval of said agreement.

NOW, THEREFORE, the City Council of the City of San Leandro does RESOLVE as follows:

That said amendment to the agreement is hereby approved and execution by the City Manager is hereby authorized.

**AMENDMENT NO. 1 TO CONSULTING SERVICES AGREEMENT BETWEEN
THE CITY OF SAN LEANDRO AND
CSG CONSULTANTS
FOR
ON-CALL CIVIL ENGINEERING AND LAND SURVEYING CONSULTING SERVICES**

This **Amendment No. 1** ("Amendment") is made by and between the City of San Leandro ("City") and CSG Consultants ("Consultant") (together sometimes referred to as the "Parties") as of _____, 2018, and amends that certain Consulting Services Agreement ("Agreement") dated September 5, 2017, between the Parties.

WHEREAS, City and Consultant have executed the Agreement, pursuant to which Consultant has provided certain consulting services to City with regard to on-call civil engineering and land surveying consulting services; and

WHEREAS, the Parties desire to amend the Agreement to include construction inspection for the 2017-18 Street Overlay and Reconstruction project.

NOW THEREFORE, for good and valuable consideration, the sufficiency of which is hereby acknowledged, the Parties hereby agree to amend the Agreement as follows:

1. Section 2 of the Agreement entitled "Compensation" is hereby amended to pay Consultant a sum not to exceed \$468,000; and
2. Exhibit A of the Agreement entitled "Scope of Services" is hereby amended to include the following: Provide Engineering Inspection for the 2017-18 Street Overlay and Reconstruction Project. Work to be done as needed on a time and materials basis with an estimated level of effort of 1200 hours for an estimated cost of \$168,000.
3. All other terms shall remain in full force and effect.

This Amendment may be executed in multiple counterparts, each of which shall be an original and all of which together shall constitute one agreement.

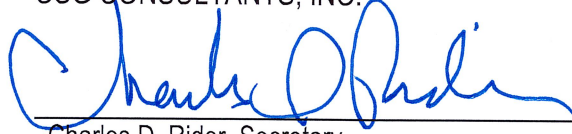
SIGNATURES ON FOLLOWING PAGE

The Parties have executed this Amendment as of the date first written above. The persons whose signatures appear below certify that they are authorized to sign on behalf of the respective Party.

CITY OF SAN LEANDRO

CSG CONSULTANTS, INC.

Jeff Kay, City Manager



Charles D. Rider, Secretary

Attest:

Marian Handa, Interim City Clerk

Approved as to Fiscal Authority:

David Baum, Finance Director

143-38-392-5120

Account Number

Approved as to Form:

Richard D. Pio Roda, City Attorney

(2015)