



Legislation Details (With Text)

**File #:** 19-1009      **Version:** 1      **Name:**  
**Type:** Consent Calendar      **Status:** Agenda Ready  
**File created:** 8/26/2019      **In control:** City Council and Authorities Concurrent  
**On agenda:** 11/12/2019      **Final action:** 11/12/2019

**Title:** Action to Award Master Agreements to Various Consultants to Provide Plan Check Review and Field Inspection Consulting Services for the Related Santa Clara Project and other City Projects As-Needed

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Resolution, 2. 4Leaf Master Agreement, 3. APC International Master Agreement, 4. Bureau Veritas North America Master Agreement, 5. CSG Consultants Master Agreement, 6. David L. Gates & Associates Master Agreement, 7. Interwest Consulting Group Master Agreement, 8. Jason Addison Smith Pacific Master Agreement, 9. Metropolitan Planning Group Master Agreement, 10. NV5 Master Agreement, 11. Shums Coda Associates Master Agreement, 12. TRB and Associates Master Agreement, 13. West Coast Code Consultants Master Agreement, 14. Resolution

Date	Ver.	Action By	Action	Result
11/12/2019	1	City Council and Authorities Concurrent	Approved	

**REPORT TO COUNCIL**

**SUBJECT**

Action to Award Master Agreements to Various Consultants to Provide Plan Check Review and Field Inspection Consulting Services for the Related Santa Clara Project and other City Projects As-Needed

**BACKGROUND**

On June 28, 2016, Council approved project entitlements, a Development Agreement (DA) and a Disposition and Development Agreement (DDA) with Related Santa Clara LLC, now known as Related Santa Clara (Related), for the CityPlace Project located at 5155 Stars and Stripes Drive (Development). The Development is a multi-phase, mixed-use project of up to 9.16 million square feet spanning over 240 acres. Related is currently in the process of constructing permanent City infrastructure to facilitate the start of construction for Phase 1 of the Development. Phase 1 includes an underground parking garage, office, retail, food and beverage, hotel, and residential uses.

The proposed development area encompasses all of the current Santa Clara Golf and Tennis Club, the vacant parcels across from Levi’s Stadium along Tasman Drive that flank Stars and Stripes Drive and Centennial Boulevard (the “Tasman Lots”) and the retention basin site on Lafayette Street abutting State Highway 237.

The Development Agreement with Related contemplates expedited processing of submitted plans for the Development. Before plans can be processed by the City, plan check reviews and field inspections are required. Due to the size, scale and scope of the Development and the requested

processing time, third-party consultants are required to provide plan check reviews and field inspection services to support the expeditious processing of development plans. The executed Development Agreement provides that the City may elect to hire third party reviewers, at Related’s cost.

**DISCUSSION**

On January 18, 2019 the City issued a Request for Qualifications (RFQ) to select qualified firms to provide plan check review and field inspection services. The City published the RFQ using the City’s e-procurement tool. In addition, the City reached out directly to firms that are known to provide the required services. A total of 109 firms reviewed the RFQ and the City received proposals from 15 companies.

- 1) 4Leaf, Inc. (Pleasanton, CA)
- 2) APC International, Inc. (Campbell, CA)
- 3) Bay Area Geotechnical Group (San Jose, CA)
- 4) Bureau Veritas North America (Sacramento, CA)
- 5) CSG Consultants, Inc. (Foster City, CA)
- 6) David L. Gates & Associates, Inc. (San Ramon, CA)
- 7) Independent Code Consultants, Inc. (Pleasanton, CA)
- 8) Interwest Consulting Group, Inc. (Pleasanton, CA)
- 9) Jason Addison Smith Consulting Services, Inc. (Upland, CA)
- 10) Metropolitan Planning Group, Inc. (Campbell, CA)
- 11) NV5, Inc. (San Jose, CA)
- 12) Shums Coda Associates, Inc. (Pleasanton, CA)
- 13) The Code Group, Inc. (Orange, CA)
- 14) TRB and Associates, Inc. (Santa Clara, CA)
- 15) West Coast Code Consultants, Inc. (San Ramon, CA)

The selected firms are expected to assist the City with planning and development efforts across ten service areas: 1) Building; 2) Public Works; 3) Parks and Recreation; 4) Planning; 5) Fire; 6) Electrical Distribution; 7) Electrical Transmission; 8) Landfill; 9) Water & Recycled Water; and 10) Water Operations & Maintenance. To optimize resources and overall efficiency, staff consolidated the service areas into one RFQ instead of conducting separate procurements to create a pool of consultants for each discipline to provide services on an as-needed basis.

Evaluation Process: The proposals were evaluated by teams of three to five members for each service area, with representatives from the Building, Electric, Fire, Parks and Recreation, Planning, Public Works, and Water and Sewer departments. Each team member independently evaluated and scored the proposals.

The finalists in the respective service areas are listed in the table below.

	Building (8)*	Public Works (5)*	Parks and Recreation (3)*	Planning (3)*	Fire (3)*	Electrical (1)* <sup>v</sup>	Landfill (1)*	Water (1)**
4Leaf, Inc.	X	X						
APC International, Inc.		X	X					
Bureau Veritas	X	X						
CSG Consultants, Inc.	X	X		X	X			

Gates Associates			X					
Interwest Consulting Group, Inc.	X				X			
Jason Addison Smith	X							
Metropolitan Planning Group				X				
NV5		X	X	X		X	x	X
Shums Coda Associates	X				X			
TRB & Associates, Inc.	X							
West Coast Code Consultants, Inc	X							

\*Total number of consultants selected for the specified service area

^Consultant selected for both Electrical service areas.

\*Consultant selected for both Water service areas

**Notice of Intended Award:** A Notice of Intended Award (NOIA) announcing the City’s 12 shortlisted consultants was issued on July 3, 2019. The RFQ process included a ten-day protest period which ended on July 13, 2019. No protests were received.

**Summary of Agreements:** Master Agreements shall be executed with the 12 shortlisted consultants (“CityPlace Master Agreements”) to provide plan check review and field inspection consultant services in support of the Related Santa Clara Development project. Several of the shortlisted consultants shall provide services across multiple service areas, which will give the City the flexibility to hire the firm or consultant team with the experience and expertise that best meets the needs of a given project within the Development. The initial term of each CityPlace Master Agreement shall be for five years, ending November 30, 2024, with an option to renew each agreement for an additional five-year term, at the sole discretion of the City, subject to the same terms and conditions.

Additionally, as appropriate, the shortlisted consultants could potentially be engaged to provide plan check review and field services for other City projects through various Departments. Separate agreements would be executed if the City determines these services are needed, and each such agreement would be subject to the annual appropriation of funds.

**ENVIRONMENTAL REVIEW**

The action being considered does not constitute a “project” within the meaning of the California Environmental Quality Act (“CEQA”) pursuant to CEQA Guidelines section 15378 (b)(4) in that it is a fiscal activity that does not involve commitment to a specific project which may result in potential significant impact on the environment.

**COORDINATION**

This report has been coordinated with the Public Works Department, the City Manager’s Office, and the City Attorney’s Office.

**FISCAL IMPACT**

Funding for the 12 CityPlace Master Agreements will come from a funding agreement with Related. The funding agreement will include full compensation for the third-party plan check review and field inspection services. The funding agreement will be considered for approval by Council on November 12, 2019 under a separate action.

Compensation to the shortlisted consultants for completed plan check review and field inspection services shall be tracked through detailed approved task orders, and total compensation shall not exceed an aggregate maximum of \$5,000,000 across the 12 CityPlace Master Agreements.

Funding for any separately executed agreements shall be subject to the annual appropriation of funds, and total compensation shall not exceed \$300,000 per agreement.

### **PUBLIC CONTACT**

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email [clerk@santaclaraca.gov](mailto:clerk@santaclaraca.gov) <<mailto:clerk@santaclaraca.gov>> or at the public information desk at any City of Santa Clara public library.

### **RECOMMENDATION**

1. Adopt a Resolution authorizing the City Manager to execute Master Agreements with the 12 consultants listed below to provide plan check review and field inspection services, in support of the Related Santa Clara Development Project for an initial five-year term ending November 30, 2024, for a maximum aggregate compensation not to exceed \$5,000,000 for all 12 Master Agreements.

#### **Consultant Name**

- 1) 4Leaf, Inc.
- 2) APC International, Inc.
- 3) Bureau Veritas North America
- 4) CSG Consultants, Inc.
- 5) David L. Gates & Associates, Inc.
- 6) Interwest Consulting Group, Inc.
- 7) Jason Addison Smith Consulting Services, Inc.
- 8) Metropolitan Planning Group, Inc.
- 9) NV5, Inc.
- 10) Shums Coda Associates, Inc.
- 11) TRB and Associates, Inc.
- 12) West Coast Code Consultants, Inc.

2. Authorize the City Manager to execute a five-year option to extend the term of the Agreements after the initial term through November 30, 2029.

3. Authorize the City Manager to negotiate and execute separate agreements with the 12 consultants to provide plan check review and field inspection services for other City projects, for an initial five-year term ending November 30, 2024, for a maximum compensation not to exceed \$300,000 per agreement, subject to the annual appropriation of funds.

Reviewed by: Kenn Lee, Director of Finance

Approved by: Deanna J. Santana, City Manager

**ATTACHMENTS**

1. Resolution
2. 4Leaf Master Agreement
3. APC International Master Agreement
4. Bureau Veritas North America Master Agreement
5. CSG Consultants Master Agreement
6. David L. Gates & Associates Master Agreement
7. Interwest Consulting Group Master Agreement
8. Jason Addison Smith Master Agreement
9. Metropolitan Planning Group Master Agreement
10. NV5 Master Agreement
11. Shums Coda Associates Master Agreement
12. TRB and Associates Master Agreement
13. West Coast Code Consultants Master Agreement