



## Agenda Report

19-615

Agenda Date: 7/9/2019

### REPORT TO COUNCIL

#### SUBJECT

Action on an Agreement with CSG Consultants, Inc. for Engineering Design Services for Pavement Maintenance and Rehabilitation Projects

#### BACKGROUND

The Department of Public Works oversees the City's Annual Pavement Maintenance and Rehabilitation Program. Under this program, the pavement conditions of the City's street network are inspected and streets are prioritized annually to receive preventative maintenance and rehabilitation treatments based upon the funding available. The pavement maintenance and rehabilitation work is annually bid as public works construction contracts. The City's annual pavement maintenance and rehabilitation work typically involves slurry seals, patching, cape seals, and asphalt overlays, including the ancillary work of ADA curb ramps and traffic striping.

In order to prepare the pavement maintenance and rehabilitation contracts for public bidding in 2020 and subsequent years, the City will need to retain a design consultant to provide engineering design services. The proposed 2020 and subsequent year pavement projects are greater in size and scope than recent past pavement projects due to increased revenues received from the Measure B Local Streets and Roads Program and Senate Bill 1 Road Repair and Accountability Act, and design consultant services are proposed in order to prepare the bidding documents in an efficient and timely manner.

#### DISCUSSION

A formal Request for Proposal process was utilized to solicit proposals from consultants to provide the requested services. Three consultant firms submitted proposals. Proposals were evaluated and ranked, and interviews were held with the two highest ranking firms. The firms were evaluated based on a number of factors including qualifications of the firm, qualifications and availability of key staff, project approach, and project schedule and completion date. Following the evaluation and interview process, CSG Consultants, Inc. was the highest ranked proposer. There are several factors that contributed to CSG's emergence as the highest ranked proposer. CSG demonstrated an experience of successfully performing similar services for nearby public agencies, and also committed experienced and highly qualified key staff to this project. CSG also proposed a project approach that would maximize the cost-effectiveness of the pavement maintenance and rehabilitation work to be completed under the project.

The proposed agreement attached to this report includes a refined scope of services based upon negotiations and the understanding of the work to be performed. The scope of services generally includes: project management, preliminary engineering and evaluation, permitting, construction documents, bidding support, construction support, and project close-out. The agreement includes an initial term to provide engineering design services in support of one or more pavement maintenance

and rehabilitation contracts to be constructed in 2020, with right to exercise two additional one-year extension options after the initial term to provide services for pavement maintenance and rehabilitation contracts to be constructed in 2021 and 2022.

Staff recommends entering into the Agreement for Design Professional Services with CSG for Pavement Maintenance and Rehabilitation Projects. Approval of this agreement will provide the design professional services necessary to prepare construction documents to maintain the City's street infrastructure.

### **ENVIRONMENTAL REVIEW**

This action is for design professional services and the action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") Guidelines section 15378 as the action being considered does not commit the City to undertake the project and future discretionary approvals are required by the City to approve the project for construction. The pavement maintenance work being considered under the agreement will be evaluated in accordance with CEQA as part of the project development process prior to approval for construction. It is expected that the CEQA determination for pavement maintenance will be a categorical exemption pursuant to CEQA Guidelines section 15301 "Existing Facilities" as the activity consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities mechanical equipment or topographical features involving negligible or no expansion of use beyond that existing at the time of the lead agency's determination.

### **FISCAL IMPACT**

The initial term of the proposed agreement is for a total not-to-exceed amount of \$694,290. This amount includes \$631,170 for basic services, and \$63,120 for additional services. Funds for the initial term of the agreement are available in the Capital Improvement Program budget in the Annual Street Maintenance and Rehabilitation Program project.

The first contract extension option (option 1) of the proposed agreement is for a total not-to-exceed amount of \$643,500. This amount includes \$585,000 for basic services, and \$58,500 for additional services. The second contract extension option (option 2) of the proposed agreement is for a total not-to-exceed amount of \$663,300. This amount includes \$603,000 for basic services, and \$60,300 for additional services. Funding for both contract options are subject to future budget appropriations and will be considered as part of future year's budget development process.

### **COORDINATION**

This report has been coordinated with the Finance Department and the City Attorney's Office.

### **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. Approve and authorize the City Manager to execute an agreement with CSG Consultants, Inc. for Engineering Design Services for Pavement Maintenance and Rehabilitation Projects for an initial two-year term ending March 31, 2021 in the amount not-to-exceed \$694,290 for services required for pavement maintenance and rehabilitation contracts to be constructed in 2020;
2. Approve and authorize the City Manager to execute two additional contract extension options to extend the term of the agreement to provide services for future 2021 and 2022 pavement maintenance and rehabilitation contracts in the amount of \$643,500 for the first extension option, and \$663,300 for the second extension option, subject to the annual appropriation of funds; and
3. Authorize the City Manager to make minor, non-substantive modifications to the agreement, if needed.

Reviewed by: Craig Mobeck, Director of Public Works

Approved by: Deanna J. Santana, City Manager

**ATTACHMENTS**

1. Agreement with CSG Consultants, Inc.