



City of Huntington Beach

INTER-DEPARTMENT COMMUNICATION

TO: Honorable Mayor and City Councilmembers

FROM: Chau Vu, Director of Public Works

DATE: July 1, 2025

SUBJECT: SUPPLEMENTAL COMMUNICATION FOR ITEM 13, FILE ID 25-396, APPROVE AND AUTHORIZE EXECUTION OF PROFESSIONAL SERVICES CONTRACTS FOR ON-CALL GENERAL CIVIL ENGINEERING AND PROFESSIONAL CONSULTING SERVICES WITH ANCHOR QEA, INC.; ARDURRA GROUP, INC.; AZTEC ENGINEERING GROUP, INC.; BOWMAN CONSULTING GROUP LTD.; CANNON CORPORATION; CWE; EEC ENVIRONMENTAL; GHD INC.; H W LOCHNER; HARRIS & ASSOCIATES, INC.; HDR ENGINEERING, INC.; HR GREEN PACIFIC, INC.; HUITT-ZOLLARS, INC.; KABBARA ENGINEERING; KREUZER CONSULTING GROUP; MICHAEL BAKER INTERNATIONAL, INC.; MICHAEL K. NUNLEY AND ASSOCIATES, INC.; MOFFATT & NICHOL; ONWARD ENGINEERING; PACIFIC ADVANCED CIVIL ENGINEERING, INC.; PROACTIVE ENGINEERING CONSULTANTS, INC.; PSOMAS; GLENN A. RICK ENGINEERING COMPANY; SA ASSOCIATES; STANTEC CONSULTING SERVICES INC.; TAIT & ASSOCIATES, INC.; AND TETRA TECH

Please be advised that the attached PowerPoint presentation has been revised and updated, effective July 1, 2025.

Should you have any questions or require additional information, please feel free to contact me.

Thank you.

c: City Clerk



Professional Services Contracts for On-Call General Civil Engineering & Professional Consulting Services

Department of Public Works

July 1, 2025

Background/Need

The Public Works Department (PW) needs civil engineering consultants to help with planning, designing, inspecting, and testing various improvement projects. To find qualified firms, PW issued a Request for Qualifications (RFQ).

RFQ Overview

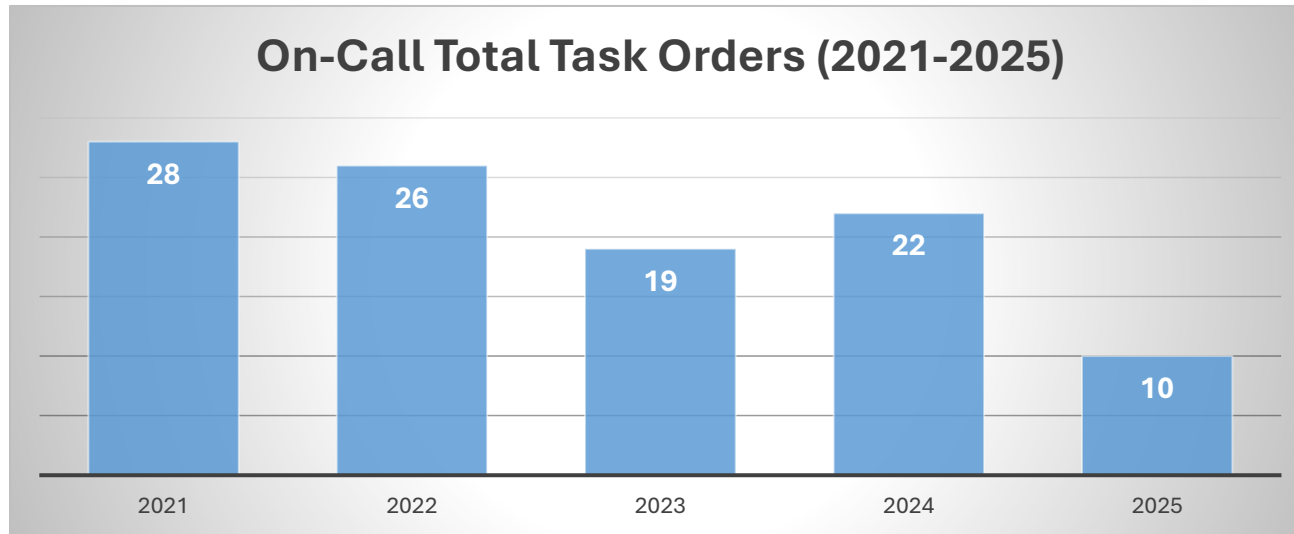
- Covers multiple disciplines: bridge, environmental, ocean, storm drain, sewer, street, and water.
- City previously had 27 on-call firms (2021–2025).
- Planning to select 27 firms again through this RFQ.



Why/Benefits

CIP Engineering Support

- Includes diverse infrastructure projects needing civil engineering
- External design reports or specialized studies for projects
- Assists with grant applications, inspections, testing, and regulatory compliance
- Task orders are issued in compliance with Municipal Code section 3.03



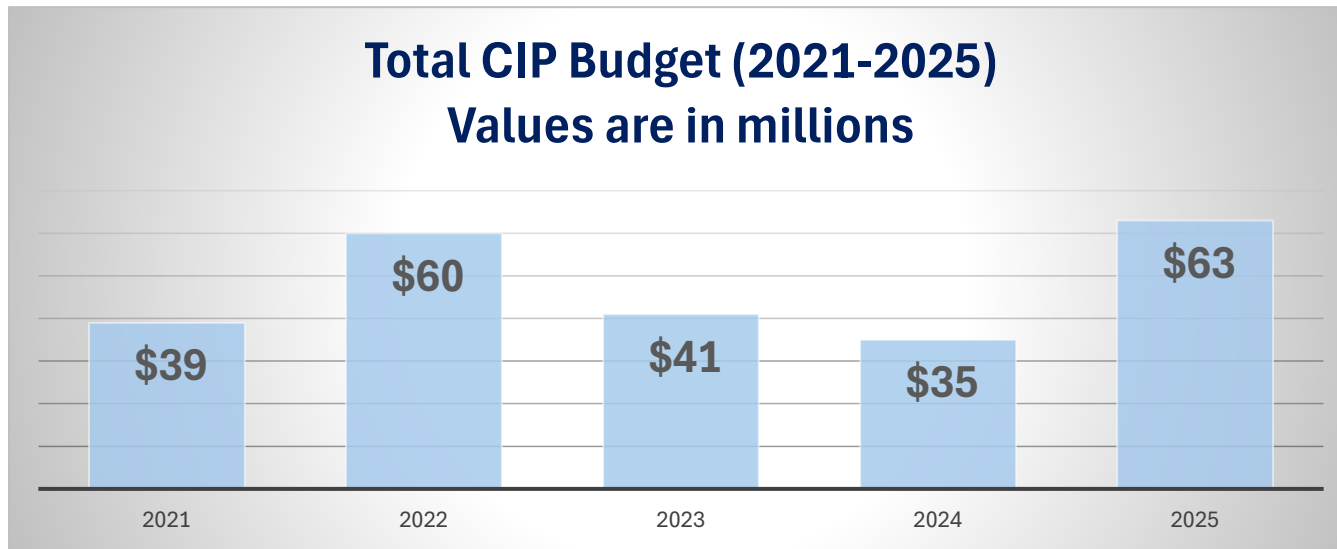
In the last 5 years the City has issued over 100 task orders.



Why/Benefits

CIP Project Support

- Projects may include up to 25% in on-call consulting support services for design/construction support
- In the last 5 years the value of CIP projects is \$238 million
- This equates to approximately \$60 million in fees for professional services



Procurement Process & Evaluation

- Total of 37 proposals were received in response to the RFQ.
- In accordance with federal Brooks Act, CA SB 419, and HBMC, a 3-member panel was convened with City staff from 2 departments. The process was centralized by the Finance Department.
- The panel ranked each proposal based on qualifications submitted such as relevant experience and reference checks.



Recommendation



Recommended Action:

Authorize the Mayor and City Clerk to execute a not-to-exceed \$2M contract with 27 firms for On-Call Civil Engineering & Consulting Services.

Anchor QEA, Inc.; Ardurra Group, Inc.; AZTEC Engineering Group, Inc.; Bowman Consulting Group Ltd.; Cannon Corporation; CWE; EEC Environmental; GHD Inc.; H W Lochner; Harris & Associates, Inc.; HDR Engineering, Inc.; HR Green Pacific, Inc.; Huitt-Zollars, Inc.; Kabbara Engineering; Kreuzer Consulting Group; Michael Baker International, Inc.; Michael K. Nunley and Associates, Inc.; Moffatt & Nichol; Onward Engineering; Pacific Advanced Civil Engineering, Inc.; Proactive Engineering Consultants, Inc.; Psomas; Rick Engineering Company; SA Associates; Stantec Consulting Services Inc; TAIT & Associates, Inc.; and Tetra Tech.

The on-call contract is not a guarantee of work as these services are on an “as-needed” basis.



Proposal Example



- Detailed Labor and Fee Breakdown City of Huntington Beach Newland Bushard Project Fee Schedule

Task/Subtask Burdened Hourly Rate				Design Services			Sub consultants		Total Project Fee
	PIC	QA/QC Manager	Project Manager	Senior Project Engineer	Project Engineer	Design Engineer	Survey & Mapping	Traffic	
	\$446.54	\$374.06	\$280.52	\$168.30	\$175.64	\$131.79			
Task 1 Project Management									
1.1 Project Management (In-house & Team) - 8 months	4		32					\$14,946	\$25,709
1.2 Project Management Meetings (Kick Off Meeting (1), Group Field Walk Meeting (1), Design Development Progress Meetings (4), Community Outreach Meeting (1), Pre-Bid Meeting (1))	4	4	12						\$6,649
1.3 Project Schedule Updates (Critical Path Method)			8						\$2,244
1.4 Progress Reports			8						\$2,244
1.5 Project Invoicing			8						\$2,244
Subtotal (\$)	8	4	68	0	0	0	0	\$14,946	\$39,090
Task 2 Surveying									
2.1 Surveying: Four (4) days of field survey allowance (Non-ADA Driveways, Bulb-out area and TBD locations)							\$27,837		\$27,837
Subtotal (\$)	0	0	0	0	0	0	\$27,837	\$0	\$27,837
Task 3 Preliminary Engineering									
3.1 Review of Existing Information				8	12				\$3,454
3.2 Field Investigation			8	8	24	24		\$3,124	\$14,093
3.3 Base Mapping (Surface Features)					20	60		\$3,108	\$14,528
3.4 Utility Mapping (Sub-surface Utilities)					12	40			\$7,379
3.5 Utility Coordination (Coordination of Utility Conflicts)				12	16				\$4,830
3.6 Civil, Signing and Striping Plans (35% Submittal)				24	72	120			\$32,500
3.7 RFB Plans (35% Submittal)								\$5,712	\$5,712
3.8 Cost Estimate (35% Submittal)				4	8	12			\$3,660
3.9 QA/QC (35% Submittal)		20	4					\$8,108	\$16,711
3.10 Civil, Signing and Striping Plans (65% Progress Review)				16	48	80			\$21,667
3.11 Civil, Signing and Striping Plans (90% Submittal)				16	48	80			\$21,667
3.12 RFB Plans (90% Submittal)								\$11,760	\$11,760
3.13 Technical Specifications (90% Submittal)				24	40			\$3,360	\$14,425
3.14 Cost Estimate (90% Submittal)				2	4	8		\$2,856	\$4,949
3.15 QA/QC (90% Submittal)		24	8					\$11,176	\$22,398
Subtotal Hours	0	44	20	114	304	424	0	\$49,204	\$199,733
Subtotal (\$)	\$0	\$16,459	\$5,610	\$19,186	\$53,395	\$55,879	\$0	\$49,204	\$199,733
Task 4 Final Design and Construction Documents									
4.1 Design Comments Matrix				8	12				\$3,454
4.2 Cost Estimate (100% Submittal)					4	4		\$1,092	\$2,322
4.3 Technical Specifications (100% Submittal)				6	8			\$1,680	\$4,085
4.4 Civil Plans (100% Submittal)				12	32	60			\$15,547
4.5 RFB Plans (100% Submittal)								\$3,528	\$3,528
4.6 QA/QC (100% Submittal)		12	8						\$6,733
Subtotal Hours	0	12	8	26	56	64	0	\$6,300	\$35,679
Subtotal (\$)	\$0	\$4,489	\$2,244	\$4,376	\$9,836	\$8,435	\$0	\$6,300	\$35,679
Total Hours by Classification	8	60	96	140	360	488			1,182
Total (\$ by Classification)	3,572	22,444	26,930	23,562	63,230	64,314			
Percentage of Time Allocated (by hours)	1%	5%	8%	12%	31%	42%			
Total Labor (\$)				\$204,052			\$27,837	\$70,450	
TOTAL ESTIMATE FEE FOR ENGINEERING WORK COVERED IN THE RFP									\$302,339

Assumptions:

- Hours and fee may be renegotiated if the project is delayed by factors beyond [redacted] control.
- City will provide front end specifications in word format, and any other available data such as as-built plans, subdivision maps, survey maps, corner records etc.
- Utility Companies will design their relocations, if any are needed.
- Redesign required due to changes made by Agency after 90% design approval are subject to additional fee to Harris & Associates
- No right-of-way acquisition is anticipated
- No traffic signal (TS) modifications are anticipated, bicycle loops can be added without triggering TS modifications.
- No 65% submittal, review of progress set during design review meetings only.
- No Caltrans Permit or Coordination needed.
- ADA Ramp Improvements will be identified using standard plans.
- AC Surface treatment will be slurry seal with localized two (2) inch shallow coldmill and fill.

INVOICE

March 17, 2025
Project No: 1220058007
Invoice No: 66833
Project Manager [REDACTED]

Total this Invoice	\$5,009.281
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Phase	1	Project Management
Task	1.1	Project Management

Task	1.2	Project Management Meetings		
		Hours	Rate	Amount
		3.75	374.06	1,402.73
		3.00	280.52	841.56
		1.75	170.00	297.50
		7.50	131.79	988.43
	Totals	16.00		3,530.22
	Labor Total			3,530.22
			Total this Task	\$3,530.22
			Total this Phase	\$4,371.78

Phase	3	Preliminary Engineering			
Task	3.6	Civil, Signing and Striping Plans (35%)			
			Hours	Rate	Amount
			3.75	170.00	637.50
		Totals	3.75		637.50
		Labor Total			637.50
				Total this Task	\$637.50

For to: [REDACTED] FT, please contact [REDACTED] Please remit payment.

		Total this Phase		\$637.50
Budget Summary	Current	Prior	To-Date	
Total Billings	5,009.28	0.00	5,009.28	
Budget			302,339.00	
Budget Remaining			297,329.72	
		Total this Invoice		\$5,009.28

Questions?

