



Legislation Details (With Text)

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**File created:** 3/4/2021      **In control:** City Council/Public Financing Authority

**On agenda:** 4/5/2021      **Final action:** 4/5/2021

**Title:** Approve and authorize execution of Professional Services Contracts for On-Call Water, Wastewater, and Stormwater Engineering Consulting Services with GHD, Inc., Hunsaker & Associates, Inc., Michael Baker International, Inc., and Tetra Tech, Inc.

**Attachments:** 1. Att#1 GHD Contract, 2. Att#2 Hunsaker Contract, 3. Att#3 Michael Baker Contract, 4. Att#4 Tetra Tech Contract, 5. Att#5 RFQ On-Call Engineering Services, 6. Att#6 Rate Sheet Summary

Date	Ver.	Action By	Action	Result
4/5/2021	1	City Council/Public Financing Authority	approved	Pass

**REQUEST FOR CITY COUNCIL ACTION**

**SUBMITTED TO:** Honorable Mayor and City Council Members

**SUBMITTED BY:** Oliver Chi, City Manager

**PREPARED BY:** Sean Crumby, Director of Public Works

**Subject:**

**Approve and authorize execution of Professional Services Contracts for On-Call Water, Wastewater, and Stormwater Engineering Consulting Services with GHD, Inc., Hunsaker & Associates, Inc., Michael Baker International, Inc., and Tetra Tech, Inc.**

**Statement of Issue:**

The Public Works Department requires professional civil engineering services on an on-call or as-needed basis to support staff for the design and construction of the capital improvement projects related to water, wastewater, and stormwater infrastructures.

**Financial Impact:**

The City’s Fiscal Year 2020/21 Capital Improvement Program (CIP) Budget was adopted on June 29, 2020, and totals \$24.5 million (All Funds) for approved projects citywide. Each approved CIP project has a budget containing sufficient funding for design, environmental, engineering, construction, project management, and other required costs. The four recommended civil engineering contracts, each for a not-to-exceed amount of \$1.0 million, are for a three-year term, and will be funded within each project’s individual CIP budget as needed. As such, no additional funding is required by this action.

**Recommended Action:**

A) Approve and authorize the Mayor and City Clerk to execute \$1,000,000 Professional Services

Contract between the City of Huntington Beach and GHD, Inc., for On-Call Water Engineering, Wastewater Engineering, and Stormwater Engineering Consulting Services; and,

B) Approve and authorize the Mayor and City Clerk to execute \$1,000,000 Professional Services Contract between the City of Huntington Beach and Hunsaker & Associates Inc., for On-Call Water Engineering, Wastewater Engineering, and Stormwater Engineering Consulting Services; and,

C) Approve and authorize the Mayor and City Clerk to execute \$1,000,000 Professional Services Contract between the City of Huntington Beach and Michael Baker International Inc., for On-Call Water Engineering, Wastewater Engineering, and Stormwater Engineering Consulting Services; and,

D) Approve and authorize the Mayor and City Clerk to execute \$1,000,000 Professional Services Contract between the City of Huntington Beach and Tetra Tech, Inc. for On-Call Water Engineering, Wastewater Engineering, and Stormwater Engineering Consulting Services.

**Alternative Action(s):**

Do not authorize these on-call consulting contracts and direct staff accordingly. Budgeted Capital Improvement Projects could be delayed until new contracts are approved.

**Analysis:**

On November 6, 2020, the City advertised a Request for Qualifications (RFQ) for On-Call Engineering & Professional Consulting Services. Proposals were requested and submitted in compliance with Chapter 3.03 of the Huntington Beach Municipal Code. Eighteen (18) proposals were received for On-Call Water, Wastewater, and Stormwater Civil Engineering Design Services. In accordance with qualifications-based selected procurement per the Federal "Brooks Act," State SB 419, and the City of Huntington Beach Municipal Code Section 3.03 "Professional Services," the Public Works Department established a review board. Each firm stated their engineering category of expertise with their proposal. Proposals were then evaluated and ranked by a review board established by the Public Works Department. The ranking criteria included:

- Clarity of Proposal
- Firm Qualifications
- Staff Qualifications & Experience
- Understanding & Methodology
- Local Vendor Preference
- References

The top four (4) firms were selected. Having four firms is beneficial for on-time delivery of the capital improvement program by:

- Streamlining procurement of professional services,
- Addresses fluctuations in consultant availability,

- Allows for varied specialized experience to support an array of CIP projects.

The four (4) contracts recommended for City Council approval are for support staff for the design and construction of water, wastewater, and stormwater improvement projects. Historically, these services have been utilized to deliver projects of a specialized nature, and to enable delivery of a high level of CIPs, while leveraging a lower baseline staffing level. Each project is evaluated on a case-by-case basis to determine if these as-needed contract services are necessary.

The City's CIP is approximately \$24.5 million in Fiscal Year 2020/21. Typical design and construction support costs for a consultant on a CIP project can vary between ten to twenty percent (10-20%) of the total costs of the project. Therefore, it is practical to conservatively assume minimum annual consultant costs would be around \$2 million across CIP projects, or approximately \$6 million over the next three years.

Some of the typical projects for water, wastewater, and stormwater on-call design services include:

- Water main replacement
- Sewer lift station reconstruction
- Storm water pump station rehabilitation
- Water reservoir rehabilitation
- Water well rehabilitation

Professional engineering services are typically required for water, wastewater, and stormwater related CIP projects. Therefore, these consultants were selected to meet projected workload over the next three years with a total contract limit of \$4 million.

**Environmental Status:**

Not applicable.

**Strategic Plan Goal:**

Infrastructure & Parks

**Attachment(s):**

1. Professional Services Contract between the City of Huntington Beach and GHD Inc., for On-Call Water Engineering, Wastewater Engineering, and Stormwater Engineering Consulting Services
2. Professional Services Contract between the City of Huntington Beach and Hunsaker & Associates Inc., for On-Call Water Engineering, Wastewater Engineering, and Stormwater Engineering Consulting Services
3. Professional Services Contract between the City of Huntington Beach and Michael Baker International Inc., for On-Call Water Engineering, Wastewater Engineering, and Stormwater Engineering Consulting Services
4. Professional Services Contract between the City of Huntington Beach and Tetra Tech Inc., for On-Call Water Engineering, Wastewater Engineering, and Stormwater Engineering Consulting Services
5. Request for Qualifications
6. Proposal Rating Summary