



City of Huntington Beach

File #: 18-154

MEETING DATE: 7/16/2018

REQUEST FOR CITY COUNCIL ACTION

SUBMITTED TO: Honorable Mayor and City Council Members

SUBMITTED BY: Fred A. Wilson, City Manager

PREPARED BY: Travis K. Hopkins, PE, Director of Public Works

Subject:

Approve and authorize Professional Services Contracts for On Call Architectural Engineering Services with IDS Group, Inc., Westberg + White, Inc., and Mark Anderson Architects, Inc. (d.b.a. Pacific Rim Architecture), each in an amount not to exceed \$250,000

Statement of Issue:

The Public Works Department requires on call architectural engineering services to support staff for the design of capital improvement projects identified in the annual capital improvement program.

Financial Impact:

The City's adopted FY 2017/18 and proposed FY 2018/19 Capital Improvement Programs (CIP) Budgets totals \$24.6 million (All Funds) and \$24.7 million respectively 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 three (3) recommended architectural engineering service contracts have a maximum value of \$750,000 over next three-years and will be funded on an as-needed basis within each project's individual CIP budget. As such, no additional funding is required by this action.

Recommended Action:

- A) Approve and authorize the Mayor and City Clerk to execute \$250,000 Professional Services Contract between the City of Huntington Beach and IDS Group, Inc. for On Call Architectural Engineering Services; and,
- B) Approve and authorize the Mayor and City Clerk to execute \$250,000 Professional Services Contract between the City of Huntington Beach and Westberg + White, Inc. for On Call Architectural Engineering Services; and,
- C) Approve and authorize the Mayor and City Clerk to execute \$250,000 Professional Services Contract between the City of Huntington Beach and Mark Anderson Architects, Inc. (d.b.a. Pacific Rim Architecture) for On Call Architectural Engineering Services.

Alternative Action(s):

Do not authorize the contracts and direct staff with an alternate action. Budgeted Capital Projects

could be delayed until new contracts are approved.

Analysis:

On November 28, 2017, the City advertised a Request for Qualifications (RFQ) for On Call Engineering and 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 architectural engineering services.

In accordance with qualifications based on 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. Proposals were evaluated and ranked by a three (3) member panel review team established by the Public Works Department. The reviewers were a General Services Manager, a Maintenance Operation Manager, and a Senior Administrative Analyst. After conducting the evaluation process, including negotiations for competitive rates, the top three (3) firms were selected in order to increase opportunity for competitive proposals for future projects from qualified on call consultants. The consultants include IDS Group, Inc., Westberg + White, Inc., and Mark Anderson Architects, Inc. (d.b.a. Pacific Rim Architecture). Evaluation sheets for the top three (3) firms, and the fourth firm, that was not selected, are shown in Attachment 4.

These contracts are to support staff for architectural engineering of capital improvement projects. These services have historically been utilized to supplement City staff to meet annual CIP goals, as an extension of staff and/or to provide required expertise for unique projects. It is anticipated that these services will be required based on past years. Each project is evaluated on a case-by-case basis to determine if these as-needed contract services are necessary.

The City's Capital Improvement Program (CIP) is approximately \$24.6 million in Fiscal Year 2017/18, and exceeds \$28 million with continuing of funds for projects approved from previous years. In addition, the proposed Fiscal Year 2018/19 CIP totals \$24.7 million in new projects. Typical design and construction support costs from use of consultants on a CIP project can vary between ten (10) to twenty (20) percent of total costs for a CIP project. Therefore, it is practical to conservatively estimate minimum annual consultant costs would be approximately \$2.0 million to the City for total CIP projects or \$6.0 million within the next three (3) years.

Architectural engineering services are typically required for buildings and structures related to CIP projects. Therefore, these consultants were selected to meet the projected workload over the next three years, with a total contract limit of \$750,000. Some of these future CIP projects include: Central Library Restroom Improvements, Newland House Museum, Lake Fire Station Renovations, and HB Art Center Improvements.

This agenda item does not require Public Works Commission Action.

Environmental Status:

Not applicable.

Strategic Plan Goal:

Enhance and maintain infrastructure

Attachment(s):

1. Professional Services Contract between the City of Huntington Beach and IDS Group, Inc. for On Call Architectural Engineering Services
2. Professional Services Contract between the City of Huntington Beach and Westberg + White, Inc. for On Call Architectural Engineering Services
3. Professional Services Contract between the City of Huntington Beach and Mark Anderson Architects, Inc. (d.b.a. Pacific Rim Architecture) for On Call Architectural Engineering Services
4. Professional Service Award Analysis for IDS Group, Inc., Westberg + White, Inc., Mark Anderson Architects, Inc. (d.b.a. Pacific Rim Architecture), and Vendor #4