



City of Huntington Beach

File #: 21-395

MEETING DATE: 6/1/2021

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 Civil Engineering, Surveying and Professional Consulting Services with Moffatt & Nichol, Anchor QEA, LLC and COWI North America

Statement of Issue:

The Public Works Department requires on-call/as-needed ocean and other engineering services to support staff for design of capital improvement projects.

Financial Impact:

The City's adopted Fiscal Year (FY) 2020/21 and proposed FY 2021/22 Capital Improvement Program (CIP) Budgets total \$24.5 million and \$39.3 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 ocean and engineering service contracts, totaling \$1,150,000, 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 \$650,000 "Professional Services Contract Between the City of Huntington Beach and Moffatt and Nichol for On-Call Civil Engineering, Surveying and Professional Consulting 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 Anchor QEA, LLC for On-Call Civil Engineering, Surveying and Professional Consulting 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 COWI for On-Call Civil Engineering, Surveying and Professional Consulting Services.

Alternative Action(s):

Do not authorize the contracts and direct staff accordingly. Budgeted capital improvement projects could be delayed until new contracts are approved.

Analysis:

On February 16, 2021, the City advertised a Request for Qualifications (RFQ) for On-Call Ocean Engineering and Professional Consulting Services. Proposals were requested and submitted in compliance with Chapter 3.03 of the Huntington Beach Municipal Code. Six (6) proposals were received for ocean and engineering 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 the review board. The top three (3) firms were selected in each category to increase opportunity for competitive proposals for future projects from qualified on-call consultants.

The three (3) contracts recommended for approval are for support staff for ocean and design engineering of capital improvement projects. These services have historically been utilized to supplement City staff to meet annual Capital Improvement Program (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 CIP is approximately \$24.5 million in Fiscal Year (FY) 2020/21. In addition, the proposed FY 2021/22 CIP totals \$39.3 million in new projects. Typical design and construction support cost from the use of consultants on a CIP project can vary between ten to twenty percent (10-20%) of total costs for a CIP project. Therefore, it is practical to conservatively assume minimum annual consultant costs would be around \$3 million to the City for total CIP projects, or approximately \$9 million over the next three (3) years.

The proposed contract amounts are a not-to-exceed amount for a three-year term, with no guarantee of work. Funding for any and all of these contract services is only through City Council authorization in the budget approval process.

Environmental Status:

Not applicable.

Strategic Plan Goal:

Infrastructure & Parks

Attachment(s):

1. Professional Services Contract between the City of Huntington Beach and Moffatt & Nichol for On-Call Ocean and Engineering Services
2. Professional Services Contract between the City of Huntington Beach and Anchor QEA for On-Call Ocean and Engineering Services
3. Professional Services Contract between the City of Huntington Beach and COWI Group for On-Call Ocean and Engineering Services

4. Professional Services Award Analysis