

City of Culver City, California
City Council Agenda Item Report

Meeting Date: 4/13/09	Item Number: <u>C-5</u>
AGENDA ITEM: Approval of Professional Services Agreements with Associated Soils Engineering, Inc., Geo-Environmental, Inc., Ninyo and Moore Consultants, PSI Inc., Southwest Geotechnical, Inc., Terracon Consultants, Inc., and Zeiser-Kling Consultants for Geotechnical Engineering and Construction Services	
Contact Person/Dept: Mate Gaspar/PW	Phone Number: (310) 253-5602
Fiscal Impact: Yes ☒ No ☐	General Fund: Yes ☒ No ☐
Public Hearing: ☐	Action Item: ☒ Attachments: ☒
Public Notification: Master E-Mail Notification List (04/08/09), Associated Soils Engineering, Inc., Geo-Environmental, Inc., Ninyo and Moore Consultants, PSI Inc., Southwest Geotechnical, Inc., Terracon Consultants, Inc., and Zeiser-Kling Consultants, Inc., via e-mail on (April 6, 2009).	
Department Approval: Charles D. Herbertson (04/02/09)	City Attorney Approval: Carol Schwab (by H. Baker) (04/07/09)
Chief Financial Officer Review: Jeff Muir (by N. Kimball) (04/08/09)	City Manager Approval: Jerry B. Fulwood (04/08/09)
<u>RECOMMENDATION:</u> Staff recommends the City Council approve professional services agreements with Associated Soils Engineering, Inc., Geo-Environmental, Inc., Ninyo and Moore Consultants, PSI Inc., Southwest Geotechnical, Inc., Terracon Consultants, Inc., and Zeiser-Kling Consultants, Inc., for geotechnical engineering, materials testing, and inspection services, on an as-needed basis to support the City's Capital Improvement Program with all proposed agreements expiring on June 30, 2012. <u>BACKGROUND:</u> The Public Works Department/Engineering Division is responsible for the management of the citywide capital improvement program. The Engineering Division has several civil engineering positions that oversee and implement the capital program such as the Public Works Director/City Engineer, Engineering Services Manager, two Senior Civil Engineers, and three Associate Engineers. In addition the Engineering staff has other responsibilities such as responding to questions at the public counter, working with other City departments on citywide issues, conducting condition setting and plan checking of private development projects, answering resident inquiries on the telephone, and other city engineering work. With these work responsibilities along with a capital improvement project workload in the millions of dollars, it is necessary to augment Engineering Division staff with consultants, principally for project design, construction management, and inspection services.	

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To address this need, the City has previously entered into multi-year contracts with geotechnical civil engineering firms to provide geotechnical engineering, materials testing, and inspection services support to the capital improvement program. These firms provide the specific technical knowledge and the time to ensure that projects are effectively designed and inspected in accordance with good engineering practice and standards.

DISCUSSION:

Staff is recommending awarding professional services agreements to seven geotechnical firms to support the capital improvement program. The firms are Associated Soils Engineering, Inc., Geo-Environmental, Inc., Ninyo and Moore Consultants, PSI Inc., Southwest Geotechnical, Inc., Terracon Consultants, Inc., and Zeiser-Kling Consultants, Inc. Staff has worked with several of these consultants on various capital projects in the past and they are all highly recommended by other agencies.

In order to ensure that a competitive process is still in place, these firms will receive a request for proposal for each capital project. Each proposal will then be reviewed based on the proposed services and cost, and one firm can be selected (not necessarily based on low bid) and approved administratively by staff. Having this process will ensure that services and costs are efficient and in the best interests of the City.

It is recommended that the agreements be long term (approximately three years in length) rather than short term. This is similar to the general civil engineering contracts. It is proposed that the agreements expire on June 30, 2012. However, the City retains the right to terminate these agreements upon thirty days' notice and any time during the term of agreements. These firms are capable and will provide errors and omission and liability insurances at \$1 million each.

The City will continue to have the right to contract with other geotechnical consultants when it is in the City's best interest.

FISCAL ANALYSIS:

The consultants would be paid for their services using funds already appropriated for geotechnical engineering costs within the budgets of each capital project. The aggregate compensation for these agreements shall not exceed the total amount budgeted for the respective capital projects.

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ATTACHMENTS:

Associated Soils Engineering, Inc., Geo-Environmental, Inc., Ninyo and Moore Consultants, PSI Inc., Southwest Geotechnical, Inc., Terracon Consultants, Inc., and Zeiser-Kling Consultants, Inc., statement of qualifications.

MOTIONS:

That the City Council:

1. Approve professional services agreements with Associated Soils Engineering, Inc., Geo-Environmental, Inc., Ninyo and Moore Consultants, PSI Inc., Southwest Geotechnical, Inc., Terracon Consultants, Inc., and Zeiser-Kling Consultants, Inc., for geotechnical engineering, materials testing, and inspection services, for on an as-needed basis to support the City's Capital Improvement Program expiring on June 30, 2012 for amounts not to exceed the total amount budgeted in the respective capital projects; and,
2. Authorize the City Attorney to review/prepare the necessary documents; and,
3. Authorize the City Manager to execute such documents on behalf of the City.