



CITY OF GLENDALE, CALIFORNIA REPORT TO THE CITY COUNCIL

AGENDA ITEM

Report: Professional Services Agreements for Professional Engineering Services for San Fernando Road Beautification Project and Maintenance District 6 Phase 2 Pavement Rehabilitation Project

- 1) Motion authorizing the City Manager or a designee to enter into and execute a Professional Services Agreement with Mark Thomas and Company, Inc. to provide Professional Engineering Services for the San Fernando Road Beautification Project in the amount of \$1,471,898, plus a 10 percent contingency of \$147,190.
- 2) Motion authorizing the City Manager or a designee to enter into and execute a Professional Services Agreement with Nichols Consulting Engineers, CHTD to provide Professional Engineering Services for the Maintenance District 6 Phase 2 Pavement Rehabilitation Project in the amount of \$255,845, plus a 10 percent contingency of \$25,585.
- 3) Motion executing a change order to contract 8001420 with W.A. Rasic Construction Company, Inc. for sewer upgrades, increasing the contract amount by \$350,000, and authorizing the City Manager or his designee to execute the contract change order.
- 4) Motion executing a change order to contract 8001367 with Elecnor Belco Electric, Inc. for fiber optic upgrades, increasing the contract amount by \$350,000, and authorizing the City Manager or his designee to execute the contract change order.
- 5) Resolution of appropriation to appropriate and transfer funds in the amount of \$2,466,278 for the San Fernando Road Beautification Project

COUNCIL ACTION

Item Type: Consent Calendar

Approved for November 29, 2022 **calendar**

EXECUTIVE SUMMARY

Professional services agreements are needed for consultants to provide professional engineering services for two critical Capital Improvement Program (CIP) projects, the San Fernando Road Beautification Project and Maintenance District 6 Pavement Rehabilitation Phase 2 Project. The consultants will complete the design plans,

specifications, and estimates needed to advertise and award a construction contract for these projects and assist in as-needed bidding and construction support services.

Following a Request for Proposals (RFP) process, the consulting team of Mark Thomas and Company, Inc. (MT) is recommended to perform the work for the San Fernando Road Beautification Project. The proposed professional services agreement with MT will cost \$1,471,898 plus a 10 percent contingency of \$147,190, for a total of \$1,619,088.

Additionally, following the same RFP process, the consulting team of Nichols Consulting Engineers, CHTD (NCE) is recommended to perform the work for the Maintenance District 6 Pavement Rehabilitation Phase 2 Project. The proposed professional services agreement with NCE will cost \$255,845 plus a 10 percent contingency of \$25,585, for a total of \$281,430.

Moreover, sewer and fiber optic upgrades are required on this project, and staff is recommending a change order to increase the existing as-needed sewer and storm drain repair services contract with W.A. Rasic Construction Company, Inc. by \$350,000, as well as a change order to the existing as-needed fiber optic design and installation services contract with Elecnor Belco Electric, Inc. by \$350,000.

COUNCIL PRIORITIES

Environmental Stewardship: These projects will supply greening to provide shade, reduce the urban heat island effect, capture and treat storm water runoff, and use native drought-tolerant plants to improve health, reduce pollution, recharge aquifers, and save water.

Infrastructure: These projects will improve the infrastructure for various modes of travel, neighborhood streets will be repaved, storm water capture infrastructure will be implemented, and public transit infrastructure will be upgraded.

Mobility/Connectivity/Safety: These projects will improve access to public spaces by improving walking paths, installing shade trees, and implementing traffic calming measures to improve safety for various modes of travel.

RECOMMENDATION

- 1) Approve the motion authorizing the City Manager or a designee to enter into and execute a professional services agreement with Mark Thomas and Company, Inc. to provide Professional Engineering Services for the San Fernando Road Beautification Project in the amount of \$1,471,898 plus a 10 percent contingency of \$147,190, for a total of \$1,619,088.
- 2) Approve the motion authorizing the City Manager or a designee to enter into and execute a professional services agreement with Nichols Consulting Engineers, CHTD to provide Professional Engineering Services for the Maintenance District 6 Pavement Rehabilitation Phase 2 Project in the amount of \$255,845 plus a 10 percent contingency of \$25,585, for a total of \$281,430.
- 3) Approve the motion executing a change order to contract with W.A. Rasic

Construction Company, Inc. for sewer upgrades, increasing the contract amount by \$350,000, and authorizing the City Manager or his designee to execute the contract.

- 4) Approve the motion executing a change order to contract with Elecnor Belco Electric, Inc. for fiber optic upgrades, increasing the contract amount by \$350,000, and authorizing the City Manager or his designee to execute the contract.
- 5) Approve the resolution of appropriation to appropriate and transfer funds in the amount of 2,466,278 from the State Gas Tax Fund, Measure W Fund, and Sewer Fund, for the San Fernando Road Beautification Project.

BACKGROUND

The Public Works Department maintains a robust CIP that is guided by multiple action plans accepted or adopted by the city, as well as the Pavement Management Program (PMP), that is certified and updated every three to five years and was most recently completed in 2021 following a comprehensive and automated analysis.

San Fernando Road Beautification Project

The San Fernando Road corridor is included in the upcoming CIP because it is included in the Pedestrian Master Plan for pedestrian safety improvements, the southern portion of the corridor is in need of beautification and was awarded Clean California Local Grant Program (CCLGP) funds that need to be used in a very timely manner, and the roadway is due for preventative maintenance and rehabilitation.

Therefore, the project will be constructed in two phases on San Fernando Road, with the first phase located between Grandview Avenue and Elk Avenue, alongside the railroad tracks, and the second phase located between the City of Burbank limit at Alameda Avenue to Grandview Avenue. New drought-tolerant, native landscaping will provide ground cover and new plantings will be added on the west side of the roadway. Improved sidewalks will be provided on the east side of the roadway, providing uninterrupted access and larger areas for plantings, increasing pervious surfaces, and reducing storm water runoff to improve water quality. Additional improvements will include high visibility and creative crosswalks at intersections, bus stop amenity and bus shelter improvements, as well as median islands with bioswales between Grandview Avenue and Elk Avenue, drywells, curb bulb-outs, and ADA ramps at roadway intersections. All project improvements will be located within city-owned public right-of-way on the western and eastern sides of San Fernando Road.

Furthermore, as part of this project, a Traffic Corridor Study (TCS) will be completed before any design plans are prepared to study the existing conditions of the roadway segments, including the lane configurations and pedestrian and bikeway facilities, and recommend at least two design alternatives that will be shared with the community and city for discussion and final decision to then progress to the construction document phase. The TCS will study the feasibility of modifying turn lanes, implementing new bicycle facilities, installing raised medians, conducting a level of service and vehicle miles traveled analyses, and parking utilization analysis.

Maintenance District 6 Pavement Rehabilitation Phase 2 Project

The Maintenance District 6 Pavement Rehabilitation Phase 2 Project is part of the city's annual effort to rehabilitate roadway pavements in residential neighborhoods using various pavement treatment methods. The various treatment methods will consist of low-cost roadway maintenance strategies, standard street rehabilitation methods, and full-depth reconstruction practices. This project will prolong the service life of the pavement, prevent further deterioration, seal aged and cracked pavements, restore skid resistance, improve the ride characteristic of the roadway, reinforce the street structural integrity, and extend or begin a new service life of the neighborhood's streets.

The project will also construct new compliant curb ramps, remove and replace damaged concrete pavements, including sidewalks, curb and gutter, driveways, cross gutters, plant trees in empty and new tree wells to expand the urban forest and street shade structures, and install new traffic striping, pavement markings and signage, including bicycle facility improvements per the current approved Bicycle Transportation Plan.

ANALYSIS

To ensure proper design and construction documents, staff recommends using a professional engineering services firm.

An RFP was issued on July 6, 2022, for Professional Engineering Services for both projects. On August 3, 2022, a virtual proposer conference was held to share details of the RFP with interested consultants.

To further ensure competitive proposals, the city advertised the project on the following plans holders' web sites:

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|---------------------------|-------------------------|---------------------------|
| 1. Bid America | 4. Construct Connect | 7. Dodge Data & Analytics |
| 2. The Blue Book | 5. Direct Connection | |
| 3. Construction Bid Board | 6. PlanIT Reprographics | |

These plan holders' websites publish requests for proposals for projects and distribute the information to their extensive network of consultant, contractor, and construction industry contacts.

The project was also advertised in the Glendale Independent, prior to the receipt of the proposals. Lastly, the RFP was also posted on eBidboard, which is a web enabled data service to the public sector, for the dissemination of the building and construction project proposals to their large number of member contractors and consultants and was also posted on the city's website.

On August 26, 2022, the city received three proposals from consulting teams for the San Fernando Road Beautification Project and four proposals for the Maintenance District 6 Pavement Rehabilitation Phase 2 Project under RFP #2022-101.

San Fernando Road Beautification Project

An evaluation team of staff from Public Works reviewed the proposals. The proposals were all ranked based on the following criteria: proposer's experience, measurable and trackable results, quality of submittal, and cost/budget control. All the proposers for each project were then interviewed.

Based on the combination of written submittals and the results of the interviews, the MT team was determined to be the top ranked firm for the San Fernando Road Beautification Project. Staff then held a negotiation conference with MT on October 24, 2022, and following an additional three negotiation sessions, were successfully able to reduce the schedule of fees with MT from the original \$1,969,178 to the final fee of \$1,471,898, which translates to a 25 percent reduction, without any modifications to the required scope of services.

MT's primary responsibilities will include pre-design development plans, design development plans, and as-needed bidding and construction support assistance.

MT has recent experience on a variety of Public Works projects of similar scope and cost. They have successfully delivered similar projects, including the Doran Street Active Transportation Improvements in Glendale and Los Angeles, Long Beach Boulevard Green Street Improvements, Garden Grove Complete Streets, and are currently working on the design of the Doran Street Grade Separation Project, and the Glendale-Los Angeles Garden River Bridge Project in the nearby vicinity of this project. They also completed numerous projects in southern California and Los Angeles County. City staff also checked MT's references, which were all positive.

The construction cost for the project is estimated at \$11,800,000. The expected range for professional engineering services for these types of improvement projects, that include extensive studies and analyses is 10 percent to 15 percent of the total construction cost. The proposed cost by MT (\$1,471,898) is approximately 12.5 percent, which is well within the accepted range of industry standards.

Additionally, the budget includes approximately 10 percent of the contract amount, or \$147,190 for staff who will provide project management and consultant oversight services and 10 percent or \$147,190 for contract contingency.

Therefore, the total costs for the Professional Engineering Services for the San Fernando Road Beautification Project is as follows:

Base Professional Services Agreement	\$1,471,898
Agreement 10% Contingency	\$147,190
Staff Time	\$147,190
Total:	\$1,766,278

Additionally, existing as-needed contracts that construct sewer and fiber optic upgrades do not have sufficient funds to complete the necessary upgrades to Phase 1 of the San

Fernando Road Beautification Project and are outside of the grant funded scope. To make sure the project is constructed within the grant timeline, staff is recommending to increase the existing as-needed sewer and storm drain repair services via a change order to contract No. 8001420 with W.A. Rasic Construction Company, Inc. by \$350,000, as well as the existing as-needed fiber optic design and installation services via a change order to contract No. 8001367 with Elecnor Belco Electric, Inc. by \$350,000. The on-call contracts for W.A. Rasic Construction Company, Inc. and Elecnor Belco Electric, Inc. were both approved by City Council on June 8, 2021 and June 29, 2021, respectively, and both companies are determined to be the most qualified to perform the sewer and fiber optic upgrades on this project as the work is within the citywide scope of their on-call contracts.

Maintenance District 6 Pavement Rehabilitation Phase 2 Project

An evaluation team of staff from Public Works Department reviewed the proposals. The proposals were all ranked based on the following criteria: proposer's experience, measurable and trackable results, quality of submittal, and cost/budget control. All the proposers for each project were then interviewed.

Based on the combination of written submittals and the results of the interviews, the NCE team was determined to be the top ranked firm for the Maintenance District 6 Pavement Rehabilitation Phase 2 Project. Staff then held a negotiation conference with NCE on October 24, 2022, and following an additional two negotiation sessions, were successfully able to reduce the schedule of fees with NCE from the original \$316,963 to the final fee of \$255,845, which translates to a 19 percent reduction, without any modifications to the required scope of services.

NCE's primary responsibilities will include pre-design development plans, design development plans, and as-needed bidding and construction support assistance.

NCE has recent experience on a variety of Public Works projects of similar scope and cost. They have successfully delivered similar projects, including the Valley View Avenue in the City of La Mirada Pavement Rehabilitation Project, San Marino Street Rehabilitation and Pavement Management Program, and 2018-2023 San Leandro Annual Overlay and Rehabilitation Program. They have also completed numerous projects in southern California and Los Angeles County. City staff checked NCE's references which were all positive.

The construction cost for the project is anticipated at approximately \$3,500,000. The expected range for professional engineering services for these types of standard improvement projects is 7 percent to 10 percent of the total construction cost. The proposed cost by NCE (\$255,845) is approximately 7.3 percent, which is well within the accepted range of industry standards.

Finally, staff has budgeted approximately 10 percent of the contract amount, or \$25,585 for staff who will provide project management and consultant oversight services and 10% or \$25,585 for contract contingency.

Therefore, the total costs for the Professional Engineering Services for the Maintenance District 6 Pavement Rehabilitation Phase 2 Project is as follows:

Base Professional Services Agreement	\$255,845
Agreement 10% Contingency	\$25,585
Staff Time	\$25,585
Total:	\$307,015

Table 1

Project Description:	Professional Engineering Services for the San Fernando Road Beautification Project
RFP Approved:	N/A
Advertisement Method:	Bid America, The Blue Book, Construction Bid Board, Construct Connect, Direct Connection, PlanIT Reprographics, Dodge Data & Analytics, eBidBoard, Glendale Independent Newspaper, City's website
RFP Issued:	July 6, 2022
RFP Due Date:	August 26, 2022
Company Name(s):	1. Mark Thomas and Company, Inc. 2. David Evans and Associates, Inc. 3. JMDiaz, Inc.
Selection Criteria (If SS, list applicable Provision):	Proposer's experience; measurable and trackable results; quality of submittal; cost/budget control
Recommended Consultant(s):	Mark Thomas and Company, Inc.
New / Existing Consultant(s):	Existing
Procurement Method (RFP / SS):	RFP
Contract Term:	2 years
Project Begins:	Upon signing of contract
Project Ends:	Upon the expiration date of the contract
Change Orders	
Company name:	W.A. Rasic Construction Company, Inc.
Original Approved Contract Amount:	\$900,000
Approved Contingency:	\$0

Change Order History:	\$0
This Change Order (Increase):	\$350,000 (39% increase)
New Contract Total (If Approved):	\$1,250,000
Company name:	Elecnor Belco Electric, Inc.
Original Approved Contract Amount:	\$500,000
Approved Contingency:	\$0
Change Order History:	\$0
This Change Order (Increase):	\$350,000 (70% increase)
New Contract Total (If Approved):	\$850,000

Table 2

Project Description:	Professional Engineering Services for the Maintenance District 6 Pavement Rehabilitation Phase 2 Project
RFP Approved:	N/A
Advertisement Method:	Bid America, The Blue Book, Construction Bid Board, Construct Connect, Direct Connection, PlanIT Reprographics, Dodge Data & Analytics, eBidBoard, Glendale Independent Newspaper, City's website
RFP Issued:	July 6, 2022
RFP Due Date:	August 26, 2022
Company Name(s):	1. Nichols Consulting Engineers, CHTD 2. Infrastructure Engineers 3. Onward Engineering 4. NV5, Inc.
Selection Criteria (If SS, list applicable Provision):	Proposer's experience; measurable and trackable results; quality of submittal; cost/budget control
Recommended Consultant(s):	Nichols Consulting Engineers, CHTD
New / Existing Consultant(s):	New
Procurement Method (RFP / SS):	RFP
Contract Term:	2 years
Project Begins:	Upon signing of contract

Project Ends:	Upon the expiration date of the contract
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STAKEHOLDERS/OUTREACH

San Fernando Road Beautification Project

Since the City of Glendale was awarded CCLGP funds to beautify and improve the San Fernando Road corridor, a project-specific community engagement effort has already been conducted to collect feedback on the project prior to the application for grant funds. As part of the public information campaign, a factsheet was prepared that summarized key components of the project with a link to a brief online survey. This information was provided to the public through an email blast to stakeholder groups and posted on the city's website and social media platforms (e.g., Twitter, Facebook, etc.). The Public Works department also created a project webpage, which included a brief description of the project and images representing potential improvements for the corridor. Furthermore, the San Fernando Road Beautification Project is an implementation step that was identified from public involvement obtained in completing the South Glendale Community Plan and supports the goals of other city planning efforts.

Public engagement materials included a fact sheet which provided an overview of the project's improvements and benefits. It also illustrated examples of several infrastructure elements like curb bulb outs, planted medians and sidewalk plantings. The fact sheet also included links to the project website and project survey. The project survey also included background information on the project, with questions given to stakeholders for public input that focused on the following topics:

1. The type of improvements that would be supported;
2. Input on landscape improvements;
3. Information on how respondents first heard of project; and
4. Requested contact information to keep respondents informed of the project's progress and other related information.

The public was overwhelming in support of the project due to the multiple benefits to the community which will include the following:

- More livable;
- Improved safety for all users;
- More walking to improve public health;
- Increased transportation choices; and
- Greenhouse gas reduction and improved air quality.

During the pre-design development phase at the onset of the project, stakeholder and public outreach will include the development of a key stakeholder database, updated fact sheets, a dedicated project webpage and storymap, electronic surveys, stakeholder briefings, door-to-door business canvassing, and project kickoff community meetings.

Due to the fast-tracked nature of the project to meet outside funding deadlines, stakeholder outreach and feedback will be conducted and finalized before summer 2023 for two design alternatives.

Maintenance District 6 Pavement Rehabilitation Phase 2 Project

In March 2022, a virtual community meeting was conducted informing the community about the phase 1 project currently under construction in Maintenance District 6, and also notified the community about the upcoming phase 2 project. The virtual community meeting was broadcasted on the city's YouTube channel. During the meeting, the public was informed of the project details, construction schedule, future city and contractor notifications, and the impacts of the construction work in their neighborhood. Participants also had the opportunity to phone in and provide their comments and/or ask questions regarding the project.

Additionally, outreach on these projects will continue to occur through dedicated websites for the projects. The webpages will introduce the public to the project and to the project team, explain the scope of work and project locations, project phases, upcoming outreach events, and provide the public with staff contact information for questions, discussion and/or input.

FISCAL IMPACT

San Fernando Road Beautification Project

The overall design development phase and initial infrastructure upgrade cost for the San Fernando Road Beautification Project will cost \$2,466,278, which was not included as a part of the FY 2022-23 budget. Therefore, staff is requesting for an appropriation of \$1,196,278 from the State Gas Tax Fund, a shift in appropriation of \$850,000 from the Measure W Fund CIP to Capture & Treat Stormwater Project, and \$420,000 from the Sewer Fund Wastewater Capacity Improvement Project. The new appropriation requests are outlined below:

Requesting Appropriation			
Amount	From (Account String)	To (Account String)	Funding Source
\$ 846,278	GL: 24219-4020-NON-0000-P0000	GL: 43110-4020-PWD-0020-P0000 PL: PWD00937BN	State Gas Tax Mandates – State Gas Tax Fund
\$ 350,000	GL: 24219-4020-NON-0000-P0000	GL: 52100-4020-PWD-0020-P0000 PL: PWD00937BN	State Gas Tax Mandates – State Gas Tax Fund
\$ 850,000	GL: 43110-2260-PWD-0020-P0000 PL: PWD00848AA	GL: 43110-2260-PWD-0020-P0000 PL: PWD00937AN	Measure W Fund
\$ 350,000	GL: 43110-5250-PWD-0020-P0000 PL: 51511	GL: 52100-5250-PWD-0020-P0000 PL: PWD00937CN	Sewer Fund

\$ 70,000	GL: 43110-5250-PWD-0020-P0000 PL: 51511	GL: 43110-5250-PWD-0020-P0000 PL: PWD00937CN	Sewer Fund
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Maintenance District 6 Pavement Rehabilitation Phase 2 Project

The overall design development phase for the Maintenance District 6 Pavement Rehabilitation Phase 2 Project will cost \$307,015, which was approved as a part of the FY 2022-23 budget. No new appropriation is being requested at this time for this project. The City Council approved funding is outlined below:

Existing Appropriation		
Amount	Account String	Funding Source
\$4,934,055	GL: 52100-4020-PWD-0020-P0000 PL: PWD00379AN	State Gas Tax Fund

ENVIRONMENTAL REVIEW

These projects are categorically exempt from environmental review because of CEQA Guidelines §§ 15301.

CAMPAIGN DISCLOSURE

The names and business addresses of the members of the board of directors, the chairperson, CEO, COO, CFO, Subcontractors and any person or entity with more than 10 percent interest in the company proposed for contract in this Agenda Item Report are attached in **Exhibits 3 and 4**, in accordance with the City Campaign Finance Ordinance No. 5744.

ALTERNATIVES

Alternative 1: Authorize the City Manager or a designee to execute a Professional Services Agreement with MT to provide Professional Engineering Services for the San Fernando Road Beautification Project in the amount of \$1,471,898, plus a 10 percent contingency of \$147,190. Additionally, authorize the City Manager or a designee to execute change orders to Contract with W.A. Rasic Construction Company, Inc. and Elecnor Belco Electric, Inc.; respectively, and approve a resolution of appropriation to provide adequate funding for this professional services agreement and staff resources. Finally, authorize the City Manager or a designee to execute a Professional Services Agreement with NCE to provide Professional Engineering Services for the Maintenance District 6 Pavement Rehabilitation Phase 2 Project in the amount of \$255,845, plus a 10 percent contingency of \$25,585.

Alternative 2: Do not award the professional services agreements and contract change orders as recommended herein. This would result in the delay of the

construction of the CIP improvements and would result in the forfeiture of grant funding.

Alternative 3: The City Council may consider any other alternative not proposed by staff.

ADMINISTRATIVE ACTION

Prepared by:

Sarkis Oganessian, P.E., Deputy Director of Public Works/City Engineer

Reviewed by:

Yazdan T. Emrani, P.E., Director of Public Works

Approved by:

Roubik R. Golanian, P.E., City Manager

EXHIBITS / ATTACHMENTS

Exhibit 1: San Fernando Road Beautification Project Location Map

Exhibit 2: Maintenance District 6 Pavement Rehabilitation Phase 2 Project

Exhibit 3: MT Campaign Disclosure Forms

Exhibit 4: NCE Campaign Disclosure Forms