



CITY OF GLENDALE, CALIFORNIA REPORT TO THE CITY COUNCIL

AGENDA ITEM

Report: Professional Services Agreement for engineering services for Fiscal Year 2022-2023 Pavement Management Program Implementation Project

- 1) Motion authorizing the City Manager or a designee to enter into and execute a Professional Services Agreement with NV5, Inc. to provide Professional Engineering Services for the Fiscal Year 2022-2023 Pavement Management Program Implementation Project in the amount of \$368,500, plus a 10 percent contingency of \$36,850.

COUNCIL ACTION

Item Type: Consent Calendar

Approved for April 11, 2023 **calendar**

EXECUTIVE SUMMARY

A professional services agreement is needed for a consultant to provide engineering services for a critical Capital Improvement Program (CIP) project, the Fiscal Year 2022-2023 Pavement Management Program Implementation Project (Project). The consultant will complete the design plans, specifications, and estimates needed to advertise and award a construction contract for this project and assist in as-needed bidding and construction support services.

Following a Request for Proposals (RFP) process, the consulting team of NV5, Inc. was selected to perform the work for the Project.

COUNCIL PRIORITIES

Environmental Stewardship: This project will 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: This project will improve the infrastructure for various modes of travel, repave neighborhood streets, and implement storm water capture infrastructure.

Mobility/Connectivity/Safety: This project 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

Approve the motion authorizing the City Manager to execute a professional services agreement with NV5, Inc. to provide engineering services for the Fiscal Year 2022-2023 Pavement Management Program Implementation Project in the amount of \$368,500 plus a 10 percent contingency of \$36,850, for a total of \$405,350.

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 previously certified Pavement Management Program (PMP) that was completed in 2021 following a comprehensive and automated analysis.

The Fiscal Year 2022-2023 Pavement Management Program Implementation 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 ADA 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.

ANALYSIS

An RFP was issued on July 6, 2022, for Professional Engineering Services for this project. On August 3, 2022, a 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:

- | | | |
|---------------------------|-------------------------|---------------------------|
| 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.

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 four proposals from consulting teams for the Fiscal Year 2022-2023 Pavement Management Program Implementation Project under RFP #2022-101.

An evaluation team of staff from Public Works reviewed the proposals. The proposals were all ranked based on the 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 evaluation of the written submittals and the results of the interviews, the evaluation team selected NV5, Inc. to be the top ranked firm for the Project. Staff then held a negotiation conference with NV5, Inc. and were successfully able to reduce the schedule of fees with NV5, Inc. from the original \$377,800 to the final fee of \$368,500, which translates to a three percent reduction, without any modifications to the required scope of services.

NV5, Inc.'s primary responsibilities will include pre-design development plans, design development plans, and as-needed bidding and construction support assistance.

NV5, Inc. has recent experience on a variety of Public Works projects of similar scope and cost. They have successfully delivered similar projects for the cities of Placentia, Redondo Beach, and Compton, and were also a former on-call professional engineering service firm with the City of Glendale. They also completed numerous projects in southern California and Los Angeles County. City staff also checked NV5, Inc.'s references, which were all positive.

The construction cost for the project is anticipated at approximately \$4,000,000. 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 NV5, Inc. (\$368,500) is approximately 9 percent, which is well within the accepted range of industry standards.

Additionally, the budget includes approximately 10 percent of the contract amount, or \$36,850 for staff who will provide project management and consultant oversight services and 10 percent or \$36,850 for contract contingency, as follows:

Base Professional Services Agreement	\$ 368,500
Agreement 10% Contingency	\$ 36,850
Staff Project Management Time	\$ 36,850
Total:	\$ 442,200

Table 1

Project Description:	Professional Engineering Services for the Fiscal Year 2022-2023 Pavement Management Program Implementation 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):	NV5, 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

STAKEHOLDERS/OUTREACH

Outreach on this project will continue to occur through a dedicated website. The webpage introduces 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.

Additional project outreach will occur at approximately 60% construction plan completion. The community meeting will be hosted in person and will inform the public of the project details, construction schedule, future city and contractor notifications, and the impacts of the construction work in their neighborhood. Participants will also have the opportunity to provide their comments and/or ask questions regarding the project.

FISCAL IMPACT

The overall design development phase and initial infrastructure upgrade cost for the Fiscal Year 2022-2023 Pavement Management Program Implementation Project will cost \$442,200, which was approved as a part of the FY 2022-23 budget. An additional appropriation will be needed for the construction phase of this project. 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
\$ 1,989,869	GL: 43110-4020-PWD-0020-P0000 PL: PWD00576AN	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 **Exhibit 2**, in accordance with the City Campaign Finance Ordinance No. 5744.

ALTERNATIVES

Alternative 1: Authorize the City Manager or to execute a Professional Services Agreement with NV5, Inc. to provide engineering services for the Fiscal Year 2022-2023 Pavement Management Program Implementation Project in the amount of cost \$368,500 plus a 10 percent contingency of \$36,850.

Alternative 2: Do not to award the professional services agreements and contract amendments as recommended herein. This would result in the delay of the construction of the CIP improvements and implementation of the PMP.

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

Approved by:

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

EXHIBITS / ATTACHMENTS

Exhibit 1: Fiscal Year 2022-2023 Pavement Management Program Implementation
Project Location Map

Exhibit 2: NV5, Inc. Campaign Disclosure Forms