

RESOLUTION NO. 19-60

**CITY OF MILLBRAE, COUNTY OF SAN MATEO
STATE OF CALIFORNIA**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILLBRAE
AUTHORIZING THE CITY MANAGER OR DESIGNEE TO SIGN
PROFESSIONAL SERVICE AGREEMENTS WITH THIRTEEN (13) ON-CALL
ENGINEERING FIRMS IN A TOTAL AGGREGATE AMOUNT NOT TO
EXCEED \$7,000,000 FOR A THREE YEAR BASE TERM, WITH OPTIONS TO
EXERCISE TWO (2) ONE YEAR OPTIONS TO EXTEND EACH CONTRACT
WITH A TOTAL AMOUNT NOT TO EXCEED AMOUNT \$2,000,000 PER
OPTION YEAR.**

WHEREAS, the City initiated the on call professional engineering contracting system in 2016, and those original on call contracts have since expired; and

WHEREAS, this system has worked efficiently since its inception and the City wishes to continue this practice in order to deliver the Capital Improvement Program in an effective manner; and

WHEREAS, on-call contracts for professional engineering services are an effective way to retain engineering consultants to ensure that public works projects and programs are delivered in a timely and cost-effective way by having the flexibility to call on consultants when work is needed without incurring the additional costs associated with selecting consultants individually for each scope of work; and

WHEREAS, on March 1, 2019, the Public Works Department issued a Professional Services Request for Qualification (RFQ) for As-Needed Municipal Engineering Design, Traffic and Transportation Engineering, And Geotechnical Engineering; and

WHEREAS, on March 29, 2019, the City received twenty (20) Statement of Qualifications (SOQ's), which was reviewed by a selection committee consisting of public works staff; and

WHEREAS, Staff recommends awarding contracts to the following firms:

Geotechnical Engineering

1. Twining Inc.
2. Cotton, Shires & Associates
3. Geosphere Consultants, Inc.

Traffic and Transportation Engineering

4. RKH Engineering
5. Hexagon Transportation
6. Kimley Horn
7. TJKM

Civil Engineering

8. Bellecci & Associates
9. GHD Consultants, Inc.
10. CSG Consultants
11. West Yost & Associates
12. Mark Thomas
13. Pavement Engineering, Inc.; and

WHEREAS, on July 12, 2018, the City Council adopted resolution approving a five year capital plan for fiscal year 2019-2023, which includes approximately \$67 Million in Capital Improvement Projects over the next three years; and

WHEREAS, the total not to exceed amount of \$7,000,000 for a three year base term derived from the estimated design costs, which is typically around 10% of the total CIP budget; and

WHEREAS, award of these contracts will not obligate the City of Millbrae to purchase any specific level of effort from any firm as task orders will be issued by the City Manager or his designee to assign work on an as-needed, project-by-project basis; and

NOW, THEREFORE BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF MILLBRAE hereby authorizes the City Manager or designee to sign Professional Service Agreements with the following thirteen (13) on-call engineering firms in an aggregate amount not to exceed \$7,000,000 for a three year base term:

- **Geotechnical Engineering:** Twining, Inc., Cotton Shires & Associates, and Geosphere Consultants;
- **Traffic and Transportation Engineering:** RKH Engineering, Hexagon Transportation, Kimley Horn, and TJKM;
- **Civil Engineering:** Bellecci & Associates, GHD Consultants, Inc., CSG Consultants, West Yost & Associates, Mark Thomas, and Pavement Engineering, Inc.; and

BE IT FURTHER RESOLVED THAT THE CITY COUNCIL OF THE CITY OF MILLBRAE hereby authorizing the City Manager or designee execute two (2) one-year options to extend each contract for an aggregate amount not to exceed \$2,000,000 per option year.

REGULARLY PASSED AND ADOPTED this 23th day of July, 2019.



Mayor

ATTEST:

Elena D. Souza 7/24/19
City Clerk

I do hereby certify that the foregoing Resolution was duly and regularly passed and adopted by the City Council of the City of Millbrae this 23rd day of July 2019, by the following vote:

AYES:	COUNCILMEMBERS:	Lee, Holober, Schneider, Oliva and Papan
NOES:	COUNCILMEMBERS:	None
ABSENT:	COUNCILMEMBERS:	None
ABSTAIN:	COUNCILMEMBERS:	None
EXCUSED:	COUNCILMEMBERS:	None

Elena D. Suazo
CITY CLERK