



## Legislation Details (With Text)

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**Title:** Staff Report for a City of San Leandro City Council Resolution to Authorize the City Manager to Execute a Consulting Services Agreement with CSG Consultants, Inc. for \$300,000 for Inspection Services on the Police Building and South Offices Modification Project, Project Number 2014.0481

### Indexes:

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Date	Ver.	Action By	Action	Result
7/15/2019	1	City Council	Received and Filed	Pass

Staff Report for a City of San Leandro City Council Resolution to Authorize the City Manager to Execute a Consulting Services Agreement with CSG Consultants, Inc. for \$300,000 for Inspection Services on the Police Building and South Offices Modification Project, Project Number 2014.0481

## SUMMARY AND RECOMMENDATIONS

Staff recommends approval of a Consulting Services Agreement with CSG Consultants, Inc. for inspection services for a fee of \$300,000, to cover work related to the Police Building and South Offices Modification Project.

## BACKGROUND

In February 2017, staff issued a Request for Qualifications (RFQ) seeking civil engineering and land surveying consulting firms to assist with engineering projects as needed. Eight firms responded to the RFQ and CSG Consultants, Inc. (CSG) was one of three firms deemed most qualified. The City Council approved a contract for on-call services with CSG on September 5, 2017.

CSG is currently providing inspection services for the Police Building and South Offices Modification project under its on-call contract. The magnitude of the work required to finish the project warrants a project specific agreement with CSG.

## Analysis

The Engineering and Transportation Department inspectors are currently working at capacity and therefore our staffing does not have sufficient capability to meet our regular needs along with the inspection needs of the \$6.3 million Police Building and South Offices Modification construction contract. To meet workload demand surges the Department strategically uses contract inspectors to

satisfy short term needs efficiently and cost-effectively especially when considering the short and long term cost factors of hiring permanent employees. Building construction involves materials and processes such as waterproofing, ventilation, and architectural finishes and other specialty inspection requirements. Our own staff will supplement the inspection of this project when needed and will use the opportunity to strengthen their knowledge in the area of building construction.

CSG Consultants has an inspector with extensive experience in building construction that is well qualified for the project. The project is scheduled to be under construction for approximately eighteen months, with an estimated level of effort of 30 hours per week for a total of 2,232 hours and an estimated fee not to exceed \$357,120. Approximately \$57,120 of the fee will be charged to the existing on call contract. The difference between the total estimated fee and the amount charged to the on call contract, \$300,000, is included in the contract brought for approval.

### **Current Agency Policies**

- Maintain and enhance San Leandro's infrastructure.

### **Previous Actions**

On September 5, 2017, by Resolution No. 2017-115, City Council awarded a \$300,000 contract to CSG for on call engineering services for three years.

On September 4, 2018, by Resolution No. 2018-098, City Council approved Amendment #1 to the \$300,000 contract with CSG adding \$148,000 for a total of \$468,000 for inspection services of the \$10.2 Million Annual Overlay/Rehabilitation 17-18 project.

On November 5, 2018, by Resolution No. 2018-136, City Council approved a \$6,268,000 construction contract with D. L. Falk Construction, Inc. for the Police Building and South Offices Modification Project.

### **Committee Review and Actions**

- On June 7, 2017, staff presented the 60% design plans and a project update to the City Council Facilities and Transportation Committee.
- On May 2, 2018, staff presented the 100% design plans and updated project cost projection to the City Council Facilities and Transportation Committee.

### **Applicable General Plan Policies**

GOAL CSF-1: Provide and maintain high-quality police, fire, and emergency medical services.

### **Permits and/or Variances Granted**

A building permit has been issued for the Police Building and South Offices Modification Project.

### **Environmental Review**

This project was deemed Categorical Exempt per California Environmental Quality Act (CEQA) section 15301 (A and C) - Existing Facilities.

**Fiscal Impacts**

The total estimated project cost of the Police Building and South Offices Modification Project is \$9,417,686 as detailed below:

Indigo design contract	\$842,002
Other design costs	\$289,779
Construction contract	\$6,268,000
Construction contingency (8.2%)	\$514,365
Indigo construction support contract	\$394,090
Construction administration (City)	\$150,000
Construction inspection (CSG)	\$357,120
Misc. testing and inspections	\$83,845
Dispatch consoles	\$108,588
Furnishings	\$211,928
Other construction costs	\$55,076
<u>Phones, IT, and A/V equipment</u>	<u>\$142,893</u>
<b>Total</b>	<b>\$9,417,686</b>

The subject work by CSG will be funded from the project and that cost is included in the estimate above.

**Budget Authority**

Funding allocations for the Police Building and South Office Modifications Project are as follows:

<u>Account No.</u>	<u>Source</u>	<u>FY/Approp. Date</u>	<u>Amount</u>
210-18-137	General Fund	FY15/16	\$208,000
210-18-137	General Fund	FY16/17	\$1,556,983
210-18-145	General Fund, CIP Bond	FY18/19	\$5,000,000
210-18-137	General Fund	FY17/18	\$560,000
210-18-146	General Fund, CIP Bond	FY18/19	\$1,150,000
<u>210-18-146</u>	<u>General Fund, CIP Bond</u>	<u>Reso 2018-136</u>	<u>\$943,000</u>
Total Appropriation			\$9,417,983

**Attachment to Related Legislative File**

- CSA Inspection Police Building and South Offices Modifications

**PREPARED BY:** Nick Thom, City Engineer, Engineering and Transportation Department.