



Legislation Text

File #: 22-440, **Version:** 1

Adopt a Resolution to Approve and Authorize the City Manager to Execute a Consulting Services Agreement with Kier & Wright Civil Engineers and Surveyors, Inc. for On-Call Land Surveying Services in an Amount Not to Exceed \$200,000 for Three Years

COUNCIL PRIORITY

- Infrastructure
- Community & Business Development

SUMMARY

Approximately every five years, the Engineering and Transportation Department hires three consultants to provide on-call engineering plan check and land surveying services for the City. A Request for Qualifications (RFQ) is issued, and the three consultants are selected from the firms that respond with a Statement of Qualifications (SOQ). The last RFQ was issued in 2017.

RECOMMENDATIONS

Staff recommends the approval of a Consulting Services Agreement (CSA) with Kier & Wright Civil Engineers and Surveyors, Inc. in the amount of \$200,000 for three years for on-call land surveying services.

BACKGROUND

The Engineering and Transportation Department Project Development and Land Development Divisions provide engineering services for public project and private land development projects. To continue providing timely and efficient service to residents, visitors, other City departments, and private land developers, it is necessary to outsource certain tasks to consultants. Retaining qualified consultants to support City staff will provide options and flexibility while satisfying the expected demands.

Engineering consulting services to be provided by consulting firms may include the following:

- Research and review Planning's and Land Development Division's applications for private land development throughout the City.
- Review Land Development Division Parcel and Tract Map applications for subdivisions in the City.
- Provide Land Surveying and Engineering Inspection services in support of the Project Development Division's CIP projects.

The consultant's scope of work will be defined at the time of each project assignment.

Analysis

In March 2022, staff issued a Request for Qualifications (RFQ) seeking civil engineering and land surveying consulting firms to assist with engineering projects as needed. The consultant will primarily function as an extension of City staff on tasks related to public improvement projects and private land development projects.

Five consulting firms responded to the City's RFQ. After evaluation of the responses, Kier & Wright Civil Engineers and Surveyors, Inc. was one of three firms selected to provide consulting services based on presentation, responsiveness, approach, capacity, ability, availability, experience, and references.

A blanket purchase order will be requested for this CSA. Consultant costs will be charged either to CIP projects or as a direct cost to land developers applying for entitlements or permits.

Current Agency Policies

- Place San Leandro on a firm foundation for long-term fiscal sustainability
- Maintain and enhance San Leandro's infrastructure

Applicable General Plan Policies

- **Policy LU-4.1 Concurrent Provision of Services** - To the extent permitted by law, allow new residential development to occur only when the public facilities needed to serve that development are available or will be provided concurrently with the development.
- **Policy LU-4.2 Fair Share Contributions** - Require new residential development to pay its fair share of the cost of capital improvements needed to serve that development.
- **Policy T-1.3 Mitigation of Development Impacts** - Require developers to address the impacts that their projects will have on the City's transportation system. A variety of mitigation measures, including impact fees, street improvements, traffic signal and Intelligent Transportation Systems (ITS) improvements, transportation demand management (TDM) measures, and improvement of non-automobile transportation modes, should be considered.
- **Policy T-2.1 Complete Streets Serving All Users and Modes** - Create and maintain "complete" streets that provide safe, comfortable, and convenient travel through a comprehensive, integrated transportation network that serves all users.
- **Policy ED-2.3 Development Review and Permitting** - Maintain clear and predictable development review and zoning regulations.
- **Policy EH-4.1 Urban Runoff Control** - Continue to implement water pollution control measures aimed at reducing pollution from urban runoff. These measures should emphasize best management practices by residents, businesses, contractors, and public agencies to ensure that surface water quality is maintained at levels that meet state and federal standards.
- **Policy CSF-6.1 Development Impacts** - Permit new development only when infrastructure and utilities can be provided to that development without diminishing the quality of service provided to the rest of the City.
- **Policy CSF-6.2 Fair Share Costs** - Require future development to pay its fair share of the cost of improving the water, sewer, storm drainage, and other infrastructure systems needed to serve that development. Development impact fees, development agreements, and other

appropriate forms of mitigation should be used to cover the costs of upgrading or expanding public infrastructure.

Legal Analysis

The consultant has reviewed and agreed to the terms of the contract prepared by City Attorney's Office and will sign the agreement upon Council approval.

Financial Impacts

Deposits collected for land development applications will be used to fund this blanket agreement. Sufficient funds are included in the Fiscal Year 2022-2023 CIP budget for this blanket agreement for land surveying services. The following are examples of CIP accounts that may be used to fund this blanket agreement:

- Annual Overlay/Rehabilitation 2020-21, Account 141-38-419: \$25,000
- Sanitary Sewer Point Repair 2021-22, Account 593-52-530: \$10,000
- Washington Manor Park Pool, Account 210-62-130: \$5,000
- Washington/Chapman Railroad Xing, Account 150-38-387: \$20,000
- Total \$60,000

This Council action will not impact fund balance because there are funds available in the adopted FY 2022-2023 CIP budget. Furthermore, for the charges incurred for development application review, those costs will be 100% paid by applicant deposits.

ATTACHMENTS

- Attachment A: Resolution of the City of San Leandro City Council to Approve and Authorize the City Manager to Execute a Consulting Services Agreement with Kier & Wright Civil Engineers and Surveyors, Inc. for On-Call Land Surveying Consulting Services in an Amount Not to Exceed \$200,000 for Three Years
- Attachment B: Kier & Wright Scope of Work for CSA
- Attachment C: Kier & Wright Compensation Schedule for CSA

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