



## Legislation Text

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**File #:** 19-391, **Version:** 1

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Staff Report for a City of San Leandro City Council Resolution to Approve and Authorize the City Manager to Execute a Consulting Services Agreement with Lee & Ro, Inc. for Staff Augmentation Services Related to Capital Improvement Program Project Management for Measure B/BB Funded Street Rehabilitation Work in an Amount Not-to-Exceed \$314,844

### **SUMMARY AND RECOMMENDATIONS**

This resolution provides for the approval of a consulting services agreement to provide project management related consulting services to complete street rehabilitation projects funded by Measure B/BB.

Staff recommends that the City Council approve and authorize the City Manager to execute a Consulting Service Agreement (CSA) with Lee and Ro, Inc. for a not to exceed amount of \$314,844 for a period of one year.

### **BACKGROUND**

The Engineering and Transportation Department performs project management for City Capital Improvement projects. Because of the thriving economy, as well as a large Measure BB Street Rehabilitation grant, the workload for the department has increased significantly. To allow the timely and efficient completion of the grant funded street rehabilitation projects, additional staff consisting of a 2-year position has been authorized, but is yet to be filled. In 2017 and 2018, respectively, the City worked to recruit a 2-year contract engineer to help with the workload; however, on both occasions, staff was unable to find experienced and suitable candidates. Staff is currently working on a third recruitment, which will be kept open until filled or the projects completed.

### **Analysis**

To ensure that projects continue to be delivered on schedule until a suitable candidate is found, staff requested proposals for staff support from five consulting firms. Two firms responded to the request. The firms that did not respond indicated that they were short staffed and had difficulties themselves finding suitable candidates. Staff selected Lee and Ro, Inc. as the most qualified firm for the work based on the experience and knowledge of the candidate they submitted.

This CSA will have a term of one year and will be funded from Measure B and Measure BB funds. This Agreement will focus primarily on roadway project management, design management, and construction management. The consultant will provide engineering services equivalent to the level of services expected of an associate engineer which includes project design oversight, construction management, and project closeout. The consultant's work will be primarily focused on Measure B and Measure BB funded street rehabilitation related projects.

**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**

T 5.3 Maintenance. Regularly maintain City streets and traffic control devices to ensure that streets operate safely and efficiently. The City will strive for an overall Pavement Condition Index of 76, which is the lower limit of industry best practices.

**Fiscal Impacts**

The estimated cost of the CSA with Lee and Ro, Inc. is \$314,844.

**Budget Authority**

This contract will be funded from the following Capital Improvement Project account:

	<u>Account No.</u>	<u>Source</u>		<u>FY/Approp. Date</u>		<u>Amount</u>
144-38-401	Measure B		FY18/19		\$1,060,000	

**Attachment to Related Legislative File**

- CSA with Lee and Ro, Inc.

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