



City of Chula Vista

Staff Report

File#: 17-0428, **Item#:** 5.

- A. RESOLUTION NO. 2017-210 OF THE CITY COUNCIL OF THE CITY OF CHULA VISTA APPROVING A CONSULTANT SERVICES AGREEMENT BETWEEN THE CITY AND KITCHELL CEM, INC. TO PROVIDE ON-CALL CONSTRUCTION MANAGEMENT CONSULTING SERVICES
- B. RESOLUTION NO. 2017-211 OF THE CITY COUNCIL OF THE CITY OF CHULA VISTA APPROVING A CONSULTANT SERVICES AGREEMENT BETWEEN THE CITY AND O'CONNER CONSTRUCTION MANAGEMENT, INC TO PROVIDE ON-CALL CONSTRUCTION MANAGEMENT CONSULTING SERVICES

RECOMMENDED ACTION

Council adopt the resolutions.

SUMMARY

The Department of Engineering and Capital Projects has identified the need to enlist qualified consultants periodically to assist with the construction management activities on fire station reconstruction, facility renovations, parks and recreation facility renovations and other design-build construction contracts. These on-call consultant services would augment city staff and provide timely, as needed, construction management services for Capital Improvement Projects (CIP) using design-build contracts.

ENVIRONMENTAL REVIEW

Environmental Notice

The Project qualifies for a Class 1 Categorical Exemption pursuant to Section 15301 (Existing Facilities) of the California Environmental Quality Act State Guidelines.

Environmental Determination

The Director of Development Services has reviewed the proposed project for compliance with the California Environmental Quality Act (CEQA) and has determined that the project qualifies for a Class 1 Categorical Exemption pursuant to Section 15301 (Existing Facilities) of the State CEQA Guidelines. Thus, no further environmental review is required.

BOARD/COMMISSION RECOMMENDATION

Not Applicable

DISCUSSION

BACKGROUND

The Department of Engineering and Capital Projects staff manages the construction and renovation of City facilities, fire stations and parks & recreation facilities for the City of Chula Vista. These projects often use design-build contracts.

It is critical that the construction management of these types of projects be performed in a timely manner so that project delivery is not delayed. City staff anticipates the need to secure the assistance of construction management consultant teams experienced in design-build contracts on an as-needed basis for the following reasons:

1. In a typical fiscal year, the Engineering and Capital Projects Department is responsible for about \$21 million of CIP projects. Due to an increase in funding associated with Measure P, the current fiscal year's CIP exceeds \$90 million.
2. The reconstruction of fire station #5 and #9 are scheduled within the next three years.
3. Staff anticipates that the increased pace of CIP projects will continue for the next few years. Some of the large CIP projects include various disciplines such as fire station construction, facility renovations, and parks & recreation facility renovations and construction.
4. The City made commitments to deliver infrastructure improvements for infrastructure throughout Chula Vista that will take significant effort to plan, fund, and construct.
5. Consultants will be able to assist with construction management when workload exceeds existing staffing levels.

The use of outside consultants to provide technical assistance for the short-term needs is a more efficient way to handle the additional workload staff anticipates.

SCOPE OF WORK

Typical services that the City may require during the construction phase of design-build projects will involve construction management tasks such as:

- Design Build Project Team selection and procurement support
- Proposal Review
- Design Build Project Team coordination
- Project scheduling, budgeting and cost estimating
- Review of submittals from the Design Build Project Team
- Inspection, monitoring and documentation of project team work plans
- Create and maintain the document-control filing system for the Project
- Construction activities oversight and plan compliance
- Verify compliance with labor laws

The proposed contracts include/require the following:

- A. Project management and oversight of the design phase of design-build projects.
- B. General construction management services for projects before, during, and after construction operations. The number and scope of such projects will vary from year to year.

- C. Personnel that are experienced in all areas of project management, construction management, inspection and engineering, and possess knowledge of City codes, procedures and regulations are required to satisfy the Consultant contract.
- D. Use of software and methodology that is approved by the City.
- E. Provide the City all original field notes, data, reports, records, photos etc. of field and office tasks. Further, the Consultant shall maintain copies of all records related to the project tasks performed for a period of five years.
- F. Billing forms and procedures acceptable to the City.

CONSULTANT SELECTION PROCESS

On August 4, 2017, the City of Chula Vista issued an Request for Qualifications (RFQ) for Professional Services for Construction Management of New Facilities, Facility Renovations, Fire Stations and Parks. Six consultant teams responded to the RFQ.

In accordance with City ordinances and policies, the Director of Engineering and Capital Projects assigned staff to act as a selection committee to evaluate the proposals and prepare a list ranking the responding firms.

The selection committee evaluated and ranked the proposals. The ranking was based on evaluation criteria that included the following: the consultant's experience, the capacity to perform the work, the quality of the management team, and their design-build construction management experience and approach.

Four teams were selected for interviews in October 2017 listed in alphabetical order:

1. Cumming Construction Management, Inc.
2. Dudek
3. Kitchell CEM, Inc.
4. O'Conner Construction Management, Inc.

Upon the conclusion of the consultant interviews and deliberations by the consultant selection committee, the committee selected Kitchell CEM, Inc. and O'Conner Construction Management, Inc. as the two top ranking teams. Fee schedules and contract details have been successfully negotiated with the teams (prime and the sub-consultants). Agreements are attached (Attachments 1 and 2).

DECISION-MAKER CONFLICT

Staff has reviewed the decision contemplated by this action and has determined that it is not site specific and consequently, the 500-foot rule found in California Code of Regulations Title 2, section 18702.2(a)(11), is not applicable to this decision for purposes of determining a disqualifying real

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property-related financial conflict of interest under the Political Reform Act (Cal. Gov't Code § 87100, et seq.).

Staff is not independently aware, and has not been informed by any City Council member, of any other fact that may constitute a basis for a decision maker conflict of interest in this matter.

LINK TO STRATEGIC GOALS

The City's Strategic Plan has five major goals: Operational Excellence, Economic Vitality, Healthy Community, Strong and Secure Neighborhoods and a Connected Community. Approving these consulting agreements supports the Operational Excellence goal as it augments City staff to provide quality construction management services during temporary increases without an increase in permanent staff.

CURRENT YEAR FISCAL IMPACT

All fees for Consultant's services will be paid from funds already allocated for CIP projects. Each Consultant team may work on several CIP projects of varying size and complexity. The two year contracts will be eligible for three one-year extensions upon mutual agreement. Should the need arise to contract for consultant services, the costs associated with delivering a project could increase as staff's oversight would be required in addition to the consultant fees.

ONGOING FISCAL IMPACT

None

ATTACHMENTS

1. Agreement between the City of Chula Vista and Kitchell CEM Inc. to provide Construction Management Services
2. Agreement between the City of Chula Vista and O'Conner Construction Management Inc. to provide Construction Management Services

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