

RESOLUTION NO. 2019-123

A RESOLUTION OF CITY COUNCIL OF THE CITY OF MARINA
AUTHORIZING THE RELEASE OF A REQUEST FOR PROPOSALS (RFP)
TO QUALIFIED FIRMS FOR PROGRAM MANAGEMENT, DESIGN,
CONSTRUCTION MANAGEMENT, AND CONSTRUCTION INSPECTION
SERVICES FOR PROJECTS IN THE CAPITAL IMPROVEMENT PROGRAM
AND AIRPORT CAPITAL IMPROVEMENT PROGRAMS

WHEREAS, the City Council approved a two-year CIP and ACIP on June 18th, 2019 bringing the CIP to \$58,923,848 in 35 projects and the ACIP to \$5,007,993 in 16 projects; and

WHEREAS, the City regularly enters into various professional services contracts while business to support delivery of capital improvements; and

WHEREAS, a program management services contract with a consulting firm is one method to increase the capacity for managing and delivering capital improvements; and

WHEREAS, the selection of professional services consultants is initiated by issuing a Request for Proposals (RFP) to identify and select qualified firms to provide program management, design, construction management, and construction inspection professional services; and

WHEREAS, staff would make recommendations for award of professional services agreements at a future City Council meeting.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Marina does hereby authorize release of an RFP to qualified firms for program management, design, construction management, and construction inspection professional services.

PASSED AND ADOPTED by the City Council of the City of Marina at a regular meeting duly held on the 19th day of November 2019, by the following vote:

AYES: COUNCIL MEMBERS: Berkley, Urrutia, O'Connell, Morton

NOES: COUNCIL MEMBERS: None

ABSTAIN: COUNCIL MEMBERS: None

ABSENT: COUNCIL MEMBERS: Delgado

Gail Morton, Mayor Pro-Tem

ATTEST:

Anita Sharp, Deputy City Clerk

Honorable Mayor and Members
of the Marina City Council

City Council Meeting
of November 19, 2019

**CITY COUNCIL TO CONSIDER ADOPTING RESOLUTION NO. 2019-,
AUTHORIZING THE RELEASE OF A REQUEST FOR PROPOSALS
(RFP) TO QUALIFIED FIRMS FOR PROGRAM MANAGEMENT,
DESIGN, CONSTRUCTION MANAGEMENT, AND CONSTRUCTION
INSPECTION SERVICES FOR PROJECTS IN THE CAPITAL
IMPROVEMENT PROGRAM (CIP) AND AIRPORT CAPITAL
IMPROVEMENT PROGRAMS (ACIP)**

REQUEST:

It is requested that the City Council:

1. Adopt Resolution No. 2019-, authorizing the release of a Request for Proposals (RFP) to qualified firms for program management, design, construction management, and construction inspection services for projects in the Capital Improvement Program (CIP) and Airport Capital Improvement Programs (ACIP).

BACKGROUND:

The City Council approved a two-year CIP and ACIP on June 18th, 2019. Program appropriations in the FY 19-20 and FY 20-21 budgets brings the CIP to \$58,923,848 in 35 projects and the ACIP to \$5,007,993 in 16 projects. The approved budget also increased staffing available to deliver projects by one Associate Engineer.

The City regularly enters into various professional services contracts during the course of business to support delivery of capital improvements. A program management services contract with a consulting firm is one method to increase the capacity for managing and delivering capital improvements.

If City Council approves the release of a RFP for these services, staff will solicit proposals from qualified firms and make a selection for a program management, design, construction management, and construction inspection professional services contract based upon qualifications. Staff would make recommendations for award of professional services agreements at a future City Council meeting.

ANALYSIS:

The City is currently faced with a significant backlog of CIP and ACIP projects. Projects in the CIP and ACIP represent 13 of the 58 priorities identified by the City Council for the next two fiscal years. Delivery time for projects has varied depending upon the environmental, technical, and fiscal challenges that each project can face. To a large extent, these challenges are subject to processes that project managers have some, but often little control over. Another challenge though, is getting enough time to pay attention to each project. This is a challenge that we can take more control over.

Staff opened the recruitment of an Associate Engineer to increasing project delivery staffing. The recruitment resulted in only two applicants which resulted in interest by one of the viable candidates who ultimately decided to remain with their current employer. Staff reaches out to other engineering professionals in other agencies and private firms who are all having a hard time filling much needed positions given the sustained economic growth that the nation and world has been experiencing.

Program management is another option for the City to increase project management and delivery capacity. Although any resulting contracts would be primarily focused on the assigned program manager, there will be economies in the selected firm also performing design on some of the smaller projects. A program manager would also be able to utilize existing on-call contracts that the City has in places by acting as an agent for the City.

Actual costs for construction management and construction inspection services will not be known at the outset of the program management contract. Included in the RFP will be an evaluation of qualifications for the selected firm to enter into an on-call construction management and inspection services contract similar to existing contract with other professional services firms.

FISCAL IMPACT:

The fiscal impact of issuing the RFP is limited to the staff time to draft and issue the RFP as well as staff time to evaluate any proposals received. Sufficient funding has been approved in the CIP and ACIP to cover the cost of the RFP and selection process.

CONCLUSION:

This request is submitted for City Council consideration and possible action.

Brian McMinn, P.E., P.L.S.
Public Works Director/City Engineer
City of Marina

REVIEWED/CONCUR:

Layne P. Long
City Manager
City of Marina