



CITY COUNCIL STAFF REPORT

TO: Honorable Mayor and City Council **DATE:** September 18, 2017

FROM: Matthew Bronson, City Manager

PREPARED BY: Greg Ray, Public Works Director/City Engineer

SUBJECT: Contract Amendment – Engineering Project Management (CIP 2295 and CIP 2283)

RECOMMENDATION

Adopt the Resolution amending the Contract for Engineering Project Management Services related to CIP 2295: Street Rehabilitation and Repair Program and CIP 2283: Major Street Maintenance Program, and authorize the City Manager to execute the contract amendment on behalf of the City.

BACKGROUND

The City Council has identified street rehabilitation and repair as one of the City’s Major City Goals which builds from voter approval of Measure K-14 authorizing up to \$48 million in bond funding to improve local streets. Since the implementation of the Measure K-14 projects, the Public Works Department has not had sufficient staff resources to manage these projects in the desired timeframe and thus has had to augment staff resources with contract engineering project management support to effectively and promptly carry out these projects.

In April 2015, the Council authorized a contract with Hollenbeck Consulting for engineering project management services associated with the Measure K-14 Street Rehabilitation and Repair Projects (CIP 2295). Hollenbeck Consulting is a skilled project management firm and has been successfully managing the design, bidding and construction phases of \$13 million of Measure K-14 funded street projects.

Staff is recommending a contract amendment with Hollenbeck Consulting to continue providing continuity in completing active Measure K-14 projects and additional project management services associated with the next phase of the Major Street Maintenance Program (CIP 2283) which is currently underway and involves repaving a portion of South 4th Street. The table below identifies up-to-date project management costs associated with active street projects and estimated costs for the proposed amendment.

CIP Project #	Contract Amount and CA’s 1 & 2	Expenditure To Date	Amendment #3 (proposed)	Revised Budget
2295-4 (2016-1)	83,500.00	95,472.78	90,000.00	173,500.00
2295-5 (2016-2)		335.83	25,000.00	25,000.00
2295-6 (2016-3)			45,000.00	45,000.00
2295-7 (2017-1)			115,000.00	115,000.00
Subtotal Measure K-14 Rehabilitation and Repair Project				\$275,000.00
2283		19,825.08		24,000.00
Subtotal Major Street Maintenance Program				\$24,000.00

Exhibit A to the Resolution identifies the changes in work scope associated with each component of the proposed amendment. Staff is recommending amending the existing contract with Hollenbeck Consulting to include the scope of work identified in Exhibit A for the Measure K-14 Street Rehabilitation and Repair Project (CIP 2295) in the amount of \$275,000 and for the Major Street Maintenance Program (CIP 2283) in the amount of \$24,000.

FISCAL IMPACT

In taking this action, the Council will be authorizing the City to use \$275,000 in Measure K-14 Bond Funds for project management services associated with the Street Rehabilitation and Repair Project (CIP 2295). This expenditure will be reflected in the FY 18 City Budget and funded through proceeds from the existing and next bond sales. Further, the Council will be authorizing the City to use \$24,000 in project funds for project management services associated with the Major Street Maintenance Program (CIP 2283). Sufficient funds have been set aside in the project budget for these purposes.

ALTERNATIVES

The Council has the following alternatives to consider:

1. Adopt the Resolution amending the Contract for Engineering Project Management Services related to CIP 2295: Street Rehabilitation and Repair Program and CIP 2283: Major Street Maintenance Program, and authorize the City Manager to execute the contract amendment on behalf of the City; or
2. Provide alternate direction to staff.

PUBLIC NOTIFICATION

The agenda was posted in accordance with the Brown Act.

ATTACHMENTS

1. Resolution Amending the Contract for Project Management Service Related to the Street Rehabilitation and Repair Project, CIP 2295 and the Major Street Maintenance Program, CIP 2283 and Exhibit A – Scope of Work.

RESOLUTION NO. 17-_____

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GROVER BEACH, CALIFORNIA, AMENDING THE CONTRACT FOR PROJECT MANAGEMENT SERVICES RELATED TO THE STREET REHABILITATION AND REPAIR PROJECT, CIP 2295 AND THE MAJOR STREET MAINTENANCE PROGRAM, CIP 2283

WHEREAS, the City Council has identified street rehabilitation and repair as one of its highest priorities; and

WHEREAS, City staff has determined that there is currently insufficient staff available to administer these projects in the timeframe identified by Council; and

WHEREAS, on April 20, 2015, Council approved a contract with Hollenbeck Consulting, Inc., to provide contract project management services associated with the Street Rehabilitation and Repair Project, CIP 2295; and

WHEREAS, City staff met with Hollenbeck Consulting on provisions of an amendment to their contact, as attached in Exhibit A.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Grover Beach, California, does hereby authorize amending the consulting services contract with **Hollenbeck Consulting** for project management services associated with the Measure K-14 bond-funded Street Rehabilitation and Repair Project, CIP 2295, in the amount of \$275,000 and the Major Street Maintenance Program, CIP 2283, in the amount of \$24,000 and authorizes the City Manager to execute the Contract Amendment #3 on behalf of the City.

Upon motion by _____ and second by _____ and on the following roll call vote:

- AYES: Council Members -
- NOES: Council Members -
- ABSENT: Council Members -
- ABSTAIN: Council Members -

the foregoing Resolution was **PASSED, APPROVED, and ADOPTED** at a Regular meeting of the City Council of the City of Grover Beach, California, this 18th day of September, 2017.

**** D R A F T ****

JOHN P. SHOALS, MAYOR

Attest:

DONNA L. McMAHON, CITY CLERK



City of Grover Beach

DEPARTMENT OF PUBLIC WORKS

CONTRACT AMENDMENT # 3

PROJECT NAME: Street Rehabilitation and Repair Project AND Major Street Maintenance Program			CITY PROJECT #: 2295 & 2283
CONSULTANT: Hollenbeck Consulting - John Hollenbeck			DATE: September 18, 2017
ORIGINAL CONTRACT AMOUNT, CIP 2295:	NET CHANGE TO CIP 2295 FROM PREVIOUS AMENDMENTS:	NET CHANGE TO CIP 2295 FROM THIS AMENDMENT:	NEW CONTRACT AMOUNT, CIP 295:
\$150,000.00	\$160,000.00	\$275,000	\$585,000
ORIGINAL CONTRACT AMOUNT, CIP 2283:	NET CHANGE TO CIP 2283 FROM PREVIOUS AMENDMENTS:	NET CHANGE TO CIP 2283 FROM THIS AMENDMENT:	NEW CONTRACT AMOUNT, CIP 2283:
		\$24,000	\$24,000

The City of Grover Beach hereby authorizes revisions to the contract agreement with **Hollenbeck Consulting** for the above referenced projects as herein described. Approval below incorporates this document as part of the original contract dated April 22, 2015.

Description and Purpose of the Revision(s)

The City of Grover Beach has requested Hollenbeck Consulting to perform Consulting Engineering Services related to the Measure K-14 Bond Funded Street Rehabilitation and Repair Project , CIP 2295 and Major Street Maintenance Program, CIP 2283.

CIP 2295-4, Project 2016-1

Contract Amendment #2 provided for project management engineering services through the bidding phase. Project management costs are estimated at an additional \$90,000 for the following summary Scope of Work:

- Management services during the Construction Phase
- Management services during the Project Close-out Phase

CIP 2295-5, Project 2016-2

The construction documents for this project, Long Branch Avenue, between 3rd and 10th Streets, are being finalized by the design team. The bidding and construction phases will begin soon. Project management costs are estimated at \$25,000 for the following summary Scope of Work:

- Management services during Construction Phase
- Management services during Close-out Phase

CIP 2295-6, Project 2016-3

The public outreach component is underway for this project, Newport Avenue, between 4th Street and Oak Park Boulevard. The design phase will begin soon, followed by the bidding phase. Project management costs are estimated at \$45,000 for the following summary Scope of Work:

- Design Phase
- Bidding Phase
- Management services during Construction Phase
- Management services during Close-out Phase



City of Grover Beach

DEPARTMENT OF PUBLIC WORKS

CIP 2295-7, Project 2017

This project is expected to be similar in overall size to the 2016-1 project, but comprised of several small construction bid packages. The assumption is that the overall project will be designed by one or more design teams and require the services of one or more construction management teams for the packages. Project management costs are estimated at \$115,000 for the following summary Scope of Work:

- Street selection process
- Procurement of engineering design services
- Management services during the Engineering Design Phase
- Public and Utility Outreach
- Procurement of construction management services
- Management services during Bidding Phase

CIP 2283

The project management costs for this project, South 4th Street, between Seabright Avenue and Farroll Road are estimated at \$24,000 for the following summary Scope of Work:

- Design Phase
- Procurement of construction management services
- Bidding Phase
- Management services during the Construction Phase
- Management services during the Project Close-out Phase

Compensation

The compensation for the services rendered by **CONSULTANT** under this Amendment **shall be performed on an hourly basis, not to exceed \$275,000, without prior authorization by the City Manager for CIP 2295 and not to exceed \$24,000, without prior authorization by the City Manager for CIP 2283.** **CONSULTANT** shall invoice **CITY** on a monthly basis, and **CITY** will pay **CONSULTANT** within 30 days of receipt of an invoice from **CONSULTANT** unless otherwise identified in this agreement.

Issued by,
CITY OF GROVER BEACH

HOLLENBECK CONSULTING

Signature:	Signature:
Print Name: Matthew Bronson	Print Name: John Hollenbeck
Title: City Manager	Title: Owner
Date:	Date: