



CITY COUNCIL STAFF REPORT

TO: Honorable Mayor and City Council **DATE:** January 22, 2019
FROM: Matthew Bronson, City Manager
PREPARED BY: Greg Ray, Public Works Director/City Engineer
SUBJECT: Contract Amendment – Engineering Project Management
(CIP 2295)

RECOMMENDATION

Amend the contract for Engineering Project Management Services related to CIP 2295 (Measure K-14 Street Rehabilitation and Repair Program) for \$150,000 in additional services 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 street repair 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 to date has successfully managed the design, bidding and construction phases of \$13 million of Measure K-14 funded street projects which has provided comprehensive maintenance and repair of 154 City blocks representing approximately 36% of all local City streets.

Staff is recommending amending the contract with Hollenbeck Consulting to provide additional services related to Measure K-14 projects and process improvements Hollenbeck has already been involved in completing. The proposed scope of work is outlined in the attached Contract Amendment, see Attachment 1. 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	Expenditure To Date	Proposed Amendment	Revised Budget
2295-4	220,000.00	241,748.61	40,000.00	260,000.00
2295-6	45,000.00	25,714.63	95,000.00	140,000.00
2295-8	0.00	4,797.51	15,000.00	15,000.00
Subtotal Proposed Amendment #4			\$150,000.00	

The Contract Amendment shown in Attachment 1 identifies the changes in work scope associated with each component of the proposed amendment. It is important to note that the staff CIP Project Manager has been transitioning into direct management of the Measure K-14 street projects and will serve as lead project manager for CIP 2295-8 pending award of construction contract by the

Council on January 22, 2019. Use of in-house staff for project management work will lead to a significant reduction in outside consultant services for future street projects. Staff will develop a request for proposals for further consultant assistance with project management services to assure there is adequate competition in the selection process for these services going forward.

FISCAL IMPACT

Funding for this action is included in the Measure K-14 Street Rehabilitation and Repair funds.

ALTERNATIVES

The Council has the following alternatives to consider:

1. Approve amending the Contract for Engineering Project Management Services related to CIP 2295: Street Rehabilitation and Repair 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. Contract Amendment for Project Management Service Related to the Street Rehabilitation and Repair Project, CIP 2295.



City of Grover Beach

DEPARTMENT OF PUBLIC WORKS

CONTRACT AMENDMENT #4

PROJECT NAME: Street Rehabilitation and Repair Project		CITY PROJECT #: 2295	
CONSULTANT: Hollenbeck Consulting - John Hollenbeck		DATE: January 22, 2019	
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 2295:
\$150,000.00	\$435,000.00	\$150,000.00	\$735,000.00

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.

CIP 2295-4 (South 8th Street, South 13th Street, et. al)

Contract Amendment #3 provided for project management engineering services through the closeout phase for evaluation of information submitted by Contractor as part of project completion and assistance to the City in further discussions with the Contractor. These project management costs are estimated at an additional \$40,000.

CIP 2295-6 (Newport Avenue)

Contract Amendment #3 provided for project management engineering services through the closeout phase. The design phase will be complete soon, followed by the bidding and construction phases. Project management costs are estimated at an additional \$95,000 for the following summary Scope of Work:

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

CIP 2295-8 (Atlantic City Avenue, et. al.)

This project will be largely managed by in-house staff with Hollenbeck Consulting providing consultation as needed. The bidding phase will be complete soon, followed by the construction phase. Project management costs are estimated at \$15,000 for the following summary Scope of Work:

- Update to the approved on-call professional construction management services
- Oversight / consultation on all phases on an as needed basis.



City of Grover Beach

DEPARTMENT OF PUBLIC WORKS

Compensation

The compensation for the services rendered by **CONSULTANT** under this Amendment **shall be performed on an hourly basis, not to exceed \$150,000, without prior authorization by the City Manager for CIP 2295.** **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: