Office of the City Manager

CONSENT CALENDAR
October 15, 2013

To: Honorable Mayor and Members of the City Council

From: Christine Daniel, City Manager

Submitted by: Andrew Clough, Director, Public Works

Subject: Contracts: On-Call Architectural, Electrical, Mechanical and Structural Design and Engineering Services for Capital Improvement Projects

RECOMMENDATION

Adopt 5 Resolutions authorizing the City Manager to execute contracts and any amendments, each for the period October 2, 2013 through October 2, 2016 with the following firms for on-call design and engineering services for architectural, structural, mechanical and electrical capital improvement projects:

1. ELS Architecture and Urban Design, for an amount not to exceed $300,000.
2. Noll & Tam Architects, for an amount not to exceed $300,000.
3. Interface Engineering, for an amount not to exceed $100,000.
4. Kitchell/CEM, Inc., for an amount not to exceed $100,000.
5. Ingraham DeJesse Associates, for an amount not to exceed $100,000.

FISCAL IMPACTS OF RECOMMENDATION

Funding will be identified and requested for appropriation as projects arise. Staff expects the initial FY 2014 on-call services will be used for Fire Station No. 1 and the Mental Health Building. Additional projects are expected to be added as a result of the building condition assessment currently in progress.

These contracts have been entered into the contract database with CMS numbers:

1. ELS Architecture and Urban Design.....CMS No. MV6UF
2. Noll & Tam Architects .....CMS No. AH3CB
3. Interface Engineering.....CMS No. FQTAZ
4. Kitchell/CEM, Inc.....CMS No. PZQNR
5. Ingraham DeJesse Associates .....CMS No. P31S7

CURRENT SITUATION AND ITS EFFECTS

The City has used consultants in the past to design and manage projects to supplement City staff. These include situations where the nature of the work is specialized, such as architectural design, electrical design, mechanical design, structural engineering, permitting, construction administration, inspections, and commissioning of systems. On-call consultants have also enabled the City to meet tight schedules when short-term

work needs to be addressed. On-call contracts will provide adequate design and engineering services when needed, and not expose the City to the long-term burden of hiring additional staff and creating significant overhead.

BACKGROUND

A Request for Qualifications (RFQ) was issued on July 2, 2013 seeking qualified firms or individuals to provide on-call design and engineering services for architectural, electrical, mechanical, and structural capital improvement projects. On July 18, 2013, the City received 28 proposals from architects, 11 proposals from electrical engineers, 10 proposals from mechanical engineers, and 8 proposals from structural engineers. After evaluation by the Review Panel, 5 proposals were selected for award of contracts to meet the volume and range of specialty services required: 2 architectural, 1 electrical, 1 mechanical, and 1 structural proposal.

RATIONALE FOR RECOMMENDATION

The recommended firms: ELS Architecture and Urban Design, Noll & Tam Architects, Interface Engineering, Kitchell/CEM, Inc., and Ingraham DeJesse Associates, each assembled teams that are highly qualified. They have the required expertise in design, engineering, project management, and support the City was seeking. These contracts will complement the personnel and capacity available in Public Works Engineering.

ALTERNATIVE ACTIONS CONSIDERED

None.

CONTACT PERSON

Phil Harrington, Deputy Director, Public Works, 981-6661
Lorin Jensen, Supervising Civil Engineer, Public Works, 981-6411
Primitivo Suarez-Wolfe, Assistant Architect, Public Works, 981-6339

Attachments:
1: Resolution: ELS Architecture and Urban Design
2: Resolution: Noll & Tam Architects
3: Resolution: Interface Engineering
4: Resolution: Kitchell/CEM, Inc.
5: Resolution: Ingraham DeJesse Associates

RESOLUTION NO.-N.S.

CONTRACT: ELS ARCHITECTURE AND URBAN DESIGN FOR ON-CALL ARCHITECTURAL DESIGN SERVICES FOR CAPITAL IMPROVEMENT PROJECTS

WHEREAS, on July 2, 2013, the City released a Request for Qualifications (Specification No. 13-10745-C) seeking firms or individuals to provide on-call architectural design services for capital improvement projects; and

WHEREAS, on July 18, 2013, the City received 28 submissions, which were reviewed and rated; and

WHEREAS, the submission from ELS Architecture and Urban Design has been found to be fully qualified and responsive to the City's request; and

WHEREAS, funding will be identified and requested for appropriation as projects arise, and the contract has been entered into the Citywide contract database and assigned CMS No. MV6UF.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the City Manager is authorized to approve a contract and any amendments with ELS Architecture and Urban Design for on-call architectural design services for capital improvement projects for the contract period of October 2, 2013 through October 2, 2016 in an amount not to exceed $300,000. A record signature copy of said contract and any amendments to be on file in the Office of the City Clerk.

RESOLUTION NO.-N.S.

CONTRACT: NOLL & TAM ARCHITECTS FOR ON-CALL ARCHITECTURAL DESIGN SERVICES FOR CAPITAL IMPROVEMENT PROJECTS

WHEREAS, on July 2, 2013, the City released a Request for Qualifications (Specification No. 13-10745-C) seeking firms or individuals to provide on-call architectural design services for capital improvement projects; and

WHEREAS, on July 18, 2013, the City received 28 submissions, which were reviewed and rated; and

WHEREAS, the submission from Noll & Tam Architects has been found to be fully qualified and responsive to the City's request; and

WHEREAS, funding will be identified and requested for appropriation as projects arise, and the contract has been entered into the Citywide contract database and assigned CMS No. AH3CB.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the City Manager is authorized to approve a contract and any amendments with Noll & Tam Architects for on-call architectural design services for capital improvement projects for the contract period of October 2, 2013 through October 2, 2016 in an amount not to exceed $300,000. A record signature copy of said contract and any amendments to be on file in the Office of the City Clerk.

RESOLUTION NO.-N.S.

CONTRACT: INTERFACE ENGINEERING FOR ON-CALL ELECTRICAL DESIGN SERVICES FOR CAPITAL IMPROVEMENT PROJECTS

WHEREAS, on July 2, 2013, the City released a Request for Qualifications (Specification No. 13-10746-C) seeking firms or individuals to provide on-call electrical design services for capital improvement projects; and

WHEREAS, on July 18, 2013, the City received 11 submissions, which were reviewed and rated; and

WHEREAS, the submission from Interface Engineering has been found to be fully qualified and responsive to the City's request; and

WHEREAS, funding will be identified and requested for appropriation as projects arise, and the contract has been entered into the Citywide contract database and assigned CMS No. FQTAZ.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the City Manager is authorized to approve a contract and any amendments with Interface Engineering for on-call electrical design services for capital improvement projects for the contract period of October 2, 2013 through October 2, 2016 in an amount not to exceed $100,000. A record signature copy of said contract and any amendments to be on file in the Office of the City Clerk.

RESOLUTION NO.-N.S.

CONTRACT: KITCHELL/CEM, INC. FOR ON-CALL MECHANICAL DESIGN SERVICES FOR CAPITAL IMPROVEMENT PROJECTS

WHEREAS, on July 2, 2013, the City released a Request for Qualifications (Specification No. 13-10748-C) seeking firms or individuals to provide on-call mechanical design services for capital improvement projects; and

WHEREAS, on July 18, 2013, the City received 10 submissions, which were reviewed and rated; and

WHEREAS, the submission from Kitchell/CEM, Inc. has been found to be fully qualified and responsive to the City's request; and

WHEREAS, funding will be identified and requested for appropriation as projects arise, and the contract has been entered into the Citywide contract database and assigned CMS No. PZQNR.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the City Manager is authorized to approve a contract and any amendments with Kitchell/CEM, Inc. for on-call mechanical design services for capital improvement projects for the contract period of October 2, 2013 through October 2, 2016 in an amount not to exceed $100,000. A record signature copy of said contract and any amendments to be on file in the Office of the City Clerk.

RESOLUTION NO.-N.S.

CONTRACT: INGRAHAM DEJESSE ASSOCIATES FOR ON-CALL STRUCTURAL ENGINEERING SERVICES FOR CAPITAL IMPROVEMENT PROJECTS

WHEREAS, on July 2, 2013, the City released a Request for Qualifications (Specification No. 13-10749-C) seeking firms or individuals to provide on-call structural engineering services for capital improvement projects; and

WHEREAS, on July 18, 2013, the City received 8 submissions, which were reviewed and rated; and

WHEREAS, the submission from Ingraham DeJesse Associates has been found to be fully qualified and responsive to the City's request; and

WHEREAS, funding will be identified and requested for appropriation as projects arise, and the contract has been entered into the Citywide contract database and assigned CMS No. P31S7; and

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the City Manager is authorized to approve a contract and any amendments with Ingraham DeJesse Associates for on-call structural engineering services for capital improvement projects for the contract period of October 2, 2013 through October 2, 2016 in an amount not to exceed $100,000. A record signature copy of said contract and any amendments to be on file in the Office of the City Clerk.