



## **CITY OF SALINAS COUNCIL STAFF REPORT**

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**DATE:** JANUARY 10, 2023

**DEPARTMENT:** PUBLIC WORKS

**FROM:** DAVID JACOBS, P.E., L.S., DIRECTOR

**THRU:** ELISE RAMIREZ, P.E., SENIOR CIVIL ENGINEER

**BY:** JOSIE LANTACA, ASSISTANT ENGINEER

**TITLE:** MASTER SERVICES AGREEMENTS FOR ON-CALL CIVIL ENGINEERING AND PROJECT MANAGEMENT; TRAFFIC & TRANSPORTATION; AND NPDES SUPPORT SERVICES

**RECOMMENDED MOTION:**

- 1) Approve a Resolution approving Master Services Agreements with BKF Engineers, Harris and Associates, Inc., Wallace Group, and MNS Engineers, Inc. to provide on-call Civil Engineering and Project Management Services for various public works Capital Improvement Program (CIP) projects.
- 2) Approve a Resolution approving Master Services Agreements with Kimley-Horn and Associates, Inc.; BKF Engineers; and GHD Inc. to provide on-call Traffic & Transportation Services for various public works Capital Improvement Program (CIP) projects.
- 3) Approve a Resolution approving Master Services Agreements with Kimley-Horn and Associates, Inc., BKF Engineers, and Wallace Group to provide on-call NPDES Support Services for various public works Capital Improvement Program (CIP) projects.

**BACKGROUND:**

Public works projects oftentimes require the services of firms offering Civil Engineering and Project Management Services, Traffic & Transportation Services, and NPDES Support Services. Civil Engineering and Project Management Services relate to providing broad civil engineering works which include traffic & transportation, structural design/engineering, National Pollutant Discharge Elimination System (NPDES), environmental, construction support, construction management, grant writing, and planning services from preliminary project concept through construction. It also provides other services including grading, structural design, structural analysis, design of retaining walls, sound walls, and minor modifications to existing public buildings/structures, and assist with maintaining bridge structures. Traffic & Transportation Services relate to providing specialty work including traffic studies, parking, street and highway design/reconstruction, complete streets/green street design, Manual on Uniform Traffic Control

Devices (MUTCD) requirements for signing and striping, and other related services, and NPDES Support Services relate to providing specialty work including stormwater infrastructure design, analysis design and peer review including stormwater treatment and flow control improvements to meet the State Water Board NPDES Permits, City of Salinas Stormwater Development Standards (SWDS), and Stormwater Standard Plans (SWSP). It also includes doing the design of stormwater-related maintenance projects, familiarity with various stormwater pre-treatment designs, and assisting with regulatory compliance and environmental permitting, and preparing EPA, CALEPA, CEQA, NEPA, site investigation and remediation.

These services are required in the planning, design, and execution of the majority of public works projects. Thus, to facilitate the efficient completion of public works projects in the timeliest manner possible, there is a need to have on-call consultant contracts (Master Services Agreements) with Civil Engineering and Project Management firms, Traffic & Transportation firms, and firms offering NPDES Support Services.

Requests for qualifications (RFQs) for interested Civil Engineering and Project Management firms; Traffic & Transportation firms; and firms for NPDES Support Services were advertised on August 16, 2022, and submittals were received from six firms for the Civil Engineering and Project Management; seven firms for the Traffic & Transportation; and four firms for the NPDES Support Services.

The six firms submitting qualification statements for the Civil Engineering and Project Management Services were:

- Wallace Group (Salinas, CA, and San Luis Obispo, CA)
- TRC Engineers, Inc. (Rancho Cordova, CA, Fresno, CA, plus 15 offices in CA)
- Dokken Engineering (Folsom, CA plus 2 offices in CA)
- Harris & Associates, Inc. (Salinas, CA)
- BKF Engineers (Salinas, CA, and San Jose, CA)
- MNS Engineers, Inc. (San Jose, CA, and Santa Barbara, CA)

The seven firms submitting qualification statements for the Traffic & Transportation Services were:

- Wallace Group (Salinas, CA, and San Luis Obispo, CA)
- TRC Engineers, Inc. (Rancho Cordova, CA, Fresno, CA, plus 15 offices in CA)
- Dokken Engineering (Folsom, CA plus 2 offices in CA)
- BKF Engineers (Salinas, CA, and San Jose, CA)
- Kimley-Horn and Associates, Inc. (Salinas, CA plus 11 offices in CA)
- Traffic Patterns, LLC (Danville, CA)
- GHD Inc. (San Luis Obispo, CA plus 15 offices in CA)

The four firms submitting qualification statements for the NPDES Support Services were:

- Wallace Group (Salinas, CA, and San Luis Obispo, CA)
- Dokken Engineering (Folsom, CA plus 2 offices in CA)
- BKF Engineers (Salinas, CA, and San Jose, CA)
- Kimley-Horn and Associates, Inc. (Salinas, CA plus 11 offices in CA)

The submittals were reviewed based on the selection criteria listed in the RFQ document that included:

- a) Firm Profile
- b) Project Team
- c) Relevant Project Experience
- d) State Funded Experience
- e) Local Project Experience
- f) Specific Management Approach
- g) References
- h) Public Outreach/Information Experience
- i) Local Purchasing Preference (+10% of total earned points)

Based on these criteria, the review panels comprising of City staff selected the following as the top-ranked firms for each of the listed categories as follows:

- 1) Civil Engineering and Project Management Services
  - BKF Engineers
  - Harris & Associates, Inc.
  - Wallace Group
  - MNS Engineers, Inc.
- 2) Traffic & Transportation Services
  - Kimley-Horn and Associates, Inc.
  - BKF Engineers
  - GHD Inc.
- 3) NPDES Support Services
  - Kimley-Horn and Associates, Inc.
  - BKF Engineers
  - Wallace Group

These firms will provide the respective services as stated above for the various public works projects on an on-call/on-going basis for a five-year period under a Master Services Agreement between the City and each of the listed firms. Under the terms of the Master Services Agreement, compensation will be provided on a project-by-project basis, with each project subject to review and approval by the City Engineer. Consultant firms will be awarded projects based on a request for proposal process amongst these on-call consultants.

#### CEQA CONSIDERATION:

**Not a Project.** The City of Salinas has determined that the proposed action is not a project as defined by the California Environmental Quality Act (CEQA) (CEQA Guidelines Section 15378). In addition, CEQA Guidelines Section 15061 includes the general rule that CEQA applies only to activities which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a

significant effect on the environment, the activity is not subject to CEQA. Because the proposed action and this matter have no potential to cause any effect on the environment, or because it falls within a category of activities excluded as projects pursuant to CEQA Guidelines section 15378, this matter is not a project. Because the matter does not cause a direct or foreseeable indirect physical change on or in the environment, this matter is not a project. Any subsequent discretionary projects resulting from this action will be assessed for CEQA applicability.

#### STRATEGIC PLAN INITIATIVE:

This item relates to the current City Council Goal of Infrastructure and Environmental Sustainability. Approval of the Master Services Agreements will assist towards the efficient and effective process to complete projects that benefit the community.

#### DEPARTMENTAL COORDINATION:

Public Works Department worked with Legal Department in the review process of the Master Services Agreements.

#### FISCAL AND SUSTAINABILITY IMPACT:

There is no fiscal impact associated with the approval of the Master Services Agreements. Costs associated with the consultants' services will be realized on a project basis and compensated using Council approved CIP funds, for approved CIP projects.

#### ATTACHMENTS:

Resolution for Civil Engineering and Project Management Services  
Resolution for Traffic and Transportation Services  
Resolution for NPDES Support Services  
BKF Engineers Master Service Agreement  
Harris & Associates, Inc. Master Service Agreement  
Wallace Group Master Service Agreement  
MNS Engineers, Inc. Master Service Agreement  
Kimley-Horn and Associates, Inc. Master Service Agreement  
GHD Inc. Master Service Agreement