



## AGENDA MEMORANDUM

Action Item for the City Council Meeting of May 18, 2021

**DATE:** May 18, 2021

**TO:** Peter Zaroni, City Manager

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**Master Services Agreement**  
**Professional Services for General Renovations with Interior, Exterior,  
Mechanical, Electrical, Plumbing, and Site Civil Services**

**CAPTION:**

Motion awarding a Master Services Agreement to Gignac & Associates LLC, Chuck Anastos Associates LLC, and Dykema Architects, Inc., all from Corpus Christi, Texas, to provide professional services for general renovations for multiple citywide facility projects with interior, exterior, mechanical, electrical, plumbing, and site civil design services in an amount up to \$300,000.00 each per year for a total amount of \$900,000.00, with a one-year renewal option for each contract to be administratively authorized, and FY 2021 funding available from the Capital and Bond Funds.

**SUMMARY:**

This motion awards three separate Master Service Agreements (MSA) for professional engineering services for City facility projects requiring interior, exterior, mechanical, electrical, plumbing (MEP), and site civil design services. Building improvements may include fire station bay floors, roofs, building façades, air conditioning, fire protection systems, electrical system, lighting, ADA deficiencies, sidewalks, driveways, and parking lots.

**BACKGROUND AND FINDINGS:**

The City of Corpus Christi Asset Management Department is responsible for overseeing the maintenance and repairs of the various City facilities such as libraries, senior centers, office locations, and other buildings. To ensure that facilities projects are handled expeditiously, MSAs are used to provide design services for general renovations. The MSA allows the City to

administer Task Orders (TO's) for various scopes of work under agreed rates. MSA's are an efficient method to procure and expedite the professional services, which reduces overhead and administrative effort.

The scope of work involves multidisciplinary design services (Architectural, Mechanical, Electrical, Plumbing, Structural, roof upgrades, and site civil related improvements) for a wide range of facility related projects, including City Capital Improvement projects, Bond, and other operationally funded projects. The current MSA expires in July 2021. The MSA's are with Gignac & Associates LLP, LNV Inc, WKMC Architects, Inc and Bath Group, Inc. Listed below are examples of projects that the firms have worked in previous years:

Gignac & Associates LLC - 6th Floor Conference Room Renovation, North Bayfront Park, Police Substation at Flour Bluff, Sherrill Park Shade Structure.

LNV Inc, - Greenwood Sports Complex Lighting Improvements, Oso Rec Center Concrete Beam Repair, DEAAG Flight Line Safety Improvements.

WKMC Architects - DSD Remodel & Parking Improvements, Fire Station 16 Exterior Improvements.

Bath Group, Inc - Museum of Science and History Elevator Modernization, Health Department Building, Health Department Electrical Upgrades.

**PROJECT TIMELINE:**

2021						2022					
J	A	S	O	N	D	J	F	M	A	M	J
<b>AGREEMENT PERIOD</b>											

Project schedule reflects contract period of July 2021 – June 2022.

**COMPETITIVE SOLICITATION PROCESS**

Gignac & Associates LLC, Chuck Anastos Associates LLC, and Dykema Architects, Inc., were selected for the Professional Engineering Services for FMAC multidisciplinary design services in April 2021 under RFQ 3409. Ten firms submitted under the RFQ and three firms were selected for interviews.

Gignac & Associates LLC, Chuck Anastos Associates LLC, and Dykema Architects, Inc., were selected for this project. The selection committee was comprised with representatives from, Asset Management, Contracts & Procurement, and Engineering Services. The final evaluation ranked Gignac & Associates LLC, Chuck Anastos Associates LLC, and Dykema Architects Inc., the highest and recommended the firm as most qualified based five factors: 1) experience of the firm, 2) experience of the key personnel with specific experience in multiple facility projects citywide, with building interior, exterior, mechanical, electrical, plumbing, and site civil

design services. 3) project approach and management plan, 4) capacity to meet the project requirements and timelines, and 5) past performance.

Listed below are the few projects that the firms have worked in the previous years:

Gignac & Associates LLC - 6th Floor Conference Room Renovation, North Bayfront Park, Police Substation at Flour Bluff, Sherrill Park Shade Structure.

Chuck Anastos Associates LLC - New Fire Station 17, remodel of Fire Station 18, Gas Department building upgrades and several other projects on the previous Facilities MSA.

Dykema Architects Inc., - City Hall Lobby Renovations, J C Elliot Building improvements, Packery Channel Boat Launch and Streets / Solid Waste - Admin Building Roof Replacement.

**ALTERNATIVES:**

Not awarding this MSA would require Engineering Services to advertise, solicit, and award multiple smaller contracts significantly impacting support for multiple City owned facility projects.

**FISCAL IMPACT:**

The fiscal impact for FY 2021 is an amount of \$300,000.00 per contract for a total amount of \$900,000.00 to be funded through the various Capital and Bond Funds. Funding sources will be specified once the projects are identified.

**FUNDING DETAIL:**

Not applicable. Funding details will be available as projects are identified and once task orders are issued for the required work.

**RECOMMENDATION:**

Staff recommends approval of this motion to award this MSA to Gignac & Associates LLC, Chuck Anastos Associates LLC, and Dykema Architects, Inc., in the amount not to exceed \$300,000 per year and one additional renewal option to be administratively authorized.

**LIST OF SUPPORTING DOCUMENTS:**

Evaluation Matrix  
Location and Vicinity Map  
Contracts