



AGENDA MEMORANDUM

Action Item for the City Council Meeting of September 8, 2020

DATE: August 18, 2020

TO: Peter Zaroni, City Manager

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<u>Master Service Agreement</u> <u>New Gas Transmission Main</u>

CAPTION:

Motion awarding a three year Master Services Agreement for professional engineering design services to Binkley & Barfield, Inc., Corpus Christi, Texas for the design of a New Gas Transmission Main extending service to Annville and Calallen in an amount up to \$300,000 with two one-year renewal options to be administratively authorized for up to \$100,000 per year for a total amount not to exceed \$500,000, located in Council District 1, with funding available from the Gas Capital Reserve fund.

SUMMARY:

This motion awards a Master Services Agreement (MSA) to Binkley & Barfield, Inc to perform professional engineering design services like preparing construction drawings, site investigation, coordination with regulatory agencies like Texas Department of Transportation for permits, cost estimation to support the New Gas Transmission Main capital improvement project which will extend existing City gas distribution system to the Annville and Calallen areas.

BACKGROUND AND FINDINGS:

The Engineering Services Department does not currently have an MSA for projects on the New Gas Transmission Main. Any previous work was done internally by the City in-house crew. Additionally, small contracts are issued when services are required that sometimes cause delays. This MSA will create an efficient mechanism to track the Citywide gas transmission main projects. The capital improvement plan for the New Gas Transmission Main consists of installing

approximately 35,000 linear feet of high-pressure mains varying in size from 4 to 16 inches. The gas mains are installed by City crews that will extend the existing City's gas distribution system to the Annaville and Calallen areas. Connecting the two systems will provide increased reliability and capacity of gas to the Annaville and Calallen area.

The MSA with Binkley and Barfield, Inc. shall support the New Gas Transmission Main project by performing professional engineering services as required. The scope of services include, but are not limited to:

- site investigations,
- design drawings for new gas infrastructure,
- coordination with regulatory agencies analysis with recommendations developing project scopes,
- cost estimating,
- design and constructability peer review,
- cost and schedule controls,
- design management, and
- other support services as required by the City's Gas Department.

The MSA contract is for a three-year term with two one-year administrative renewal options. Individual task orders will be issued in an amount up to \$300,000 for the first year and in an amount up to \$100,000 per year for the two one-year options, and not to exceed a total amount of \$500,000. Task orders will be administratively approved.

COMPETITIVE SOLICITATION PROCESS

Binkley & Barfield, Inc. was selected in March 2020 under RFQ 2667. New Gas Transmission Main was one of eight Professional Engineering Services projects announced under this RFQ. Two firms submitted for the New Gas Transmission Main project. Binkley & Barfield, Inc. was the highest ranked firm.

The selection committee consisted of representatives from the Gas Department and Engineering Services. Firms were ranked based on five factors: 1) experience and qualifications of firm, 2) experience and qualifications of the project manager and key staff, 3) project approach and management plan, 4) respondent capacity, and 5) respondent past performance.

ALTERNATIVES:

Not awarding this MSA would require Engineering Services to advertise, solicit, and award multiple smaller contracts significantly impacting cost and schedule of the New Gas Transmission Main project.

FISCAL IMPACT:

The fiscal impact for FY 2020 is an amount of \$300,000 to be funded through Gas Capital Reserve fund. Specific funding details will be determined at the time a task order is issued.

Funding Detail:

Funding will be at the task order level and these services will be charged against the benefiting projects.

RECOMMENDATION:

Staff recommends approval of this motion to award this MSA to Binkley & Barfield, Inc. in an amount up to \$300,000 for a three-year term and two one-year renewal options up to \$100,000 per year to be administratively authorized for a total amount not to exceed \$500,000.

LIST OF SUPPORTING DOCUMENTS:

MSA for Professional Services
Location and Vicinity Map