



AGENDA MEMORANDUM

Action Item for the City Council Meeting of June 17, 2025

DATE: June 10, 2025

TO: Peter Zaroni, City Manager

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RFQ 6146 - Mass Selection of Design Consultants for various disciplines to support the
Capital Improvements Program
Master Service Agreements

CAPTION:

Motion awarding eleven (11) Master Service Agreements for professional engineering services to nine (9) firms in an amount not to exceed \$5,700,000.00 per year with an aggregate three-year amount not to exceed \$17,100,000.00 for Solid Waste, Stormwater, Wastewater, and Water, to support the Capital Improvement Program with projects located Citywide, with FY 2025 funding available from the Capital Program and operating budgets.

SUMMARY:

This item is for the approval of a mass selection of design consultants for professional engineering services supporting the Capital Improvements Program (CIP). These are on-call contracts that Engineering Services uses to help expedite delivery of capital projects. This item approves eleven separate Master Service Agreements (MSA's) for Solid Waste, Stormwater, Wastewater, and Water for different CIP projects.

BACKGROUND AND FINDINGS:

A Master Services Agreement (MSA) is a type of contract where work is accomplished through multiple Task Orders (TOs) under a blanket set of terms and conditions. Task orders are individually negotiated and can be lump sum or time and materials. The funding source is identified by the requesting department before Task Orders are issued. There is no encumbrance or funding commitment associated with the MSA contract itself and there is no guarantee to consultants about the amount of work they will receive. Some contracts may reach contract capacity, but most will have the term expire before reaching the contract ceiling amount. Engineering Services has estimated contract capacities based on past needs and trends in the

Capital Improvement Plan.

Having these MSA contracts on the shelf allows Engineering Services to be more responsive to immediate needs and to expedite project delivery. Multiple Task Orders are issued under each contract. The fees will be either Lump Sum or Time and Materials based on an approved hourly rate schedule. Using MSAs is an efficient method to expedite smaller engineering assignments. MSA Task Orders are typically used for assignments ranging in size from \$10,000.00 to \$100,000.00. Larger assignments are procured individually through the request for qualifications process.

Engineering Services has an existing inventory of MSAs for these professional services. These contracts were procured at different points in the past and have different contract terms. Most of those contracts have expired, are about to expire, or have reached contract ceiling. Engineering will re-compete these contracts on a three-year cycle going forward. These contracts will replace the existing inventory of MSA contracts.

In the past, the MSA contracts have been procured and brought to City Council individually or in small groups. This is unproductive due to the amount of staff time required for separate procurements and individual agenda items. The legacy process also placed an unnecessary burden on City Council to review numerous similar items at multiple council meetings. Bundling the contracts will also establish similar contract expiration dates that will make them easier to manage. Engineering will re-compete these contracts on a three-year cycle.

The Request for Qualifications 6146 listed eleven MSA categories with between one and two contracts being awarded in each category for a total of eleven MSA contracts. The list was intended to cover all foreseeable small engineering needs for the next three years.

The following is a list of contract categories, number of contracts, size of contracts, and work descriptions:

- **Professional Services Solid Waste On-Call Support (One contract at \$350K per year)** – assist with as need arises for technical issues, annual reporting, necessary investigations, research, and analysis as needed.
- **Solid Waste Air Compliance and Gas System Monitoring (One contract at \$250K per year)** – assist the Solid Waste Department with a wide range of issues including, but not limited to providing air compliance services, testing, data gathering, calculation Title V reporting, permit/registration renewals and modifications, update Landfill gas management plan and any services required by the Solid Waste Department.
- **Solid Waste Landfill Groundwater Monitoring (One contract at \$200K per year)** – assist the Solid Waste Department with a wide range of issues including but not limited to detection monitoring requirements, sampling protocols, laboratory and analysis requirements, data evaluation as outlined in the Groundwater Sampling and Analysis Plan (GWSAP).
- **Storm Water Infrastructure IDIQ (One contract at \$1M per year)** – evaluation prioritization, and assessment of existing conditions for storm water pipe, bridges, ditches, channels, and develop construction documents to replace storm water infrastructure.
- **Citywide Collection Capacity Remediation (Two contracts at \$700K per year)** – identify, plan, and conduct preliminary design solutions to alleviate and correct capacity constraints utilizing the wastewater wet weather sanitary sewer overflow (SSO)

characterization approach and the calibrated hydraulic model to implement measures to reduce SSOs.

- **Professional Services Citywide Lift Station Repairs (One contract at \$500K per year)** – identify, prioritize, and implement improvements that would extend lift station service life, reduce long-term maintenance costs, improve flow, and meet Texas Commission on Environmental Quality (TCEQ) guidelines including reducing sanitary sewer overflows.
- **Professional Services Wastewater Treatment On-Call Support (One contract at \$500K per year)** – specialized expertise for technical issues related to wastewater system such as site investigations, analysis with recommendations for developing project scopes, cost estimating, design and construction peer review, cost and schedule controls, design management, and support services as required by the operating department.
- **Professional Services Water Hydraulic Modeling (One contract at \$500K per year)** – provide hydraulic modeling to analyze and update the City’s hydraulic model with current and future improvements.
- **Citywide Water Line Repair/Replace-Large Diameter (One contract at \$500K per year)** – development of construction documents to replace water lines.
- **Professional Services Water Treatment On-Call Support (One contract at \$500K per year)** – specialized expertise for technical issues related to water system such as site investigations, analysis with recommendations for developing project scopes, cost estimating, design and constructability peer review, cost and schedule controls, design management, and other support services as required by the operating department.

A total of twenty-seven responses were received to the MSA Request for Qualifications 6146. Most firms indicated multiple areas of interest. Staff is recommending a total of eleven contracts to nine separate firms.

COMPETITIVE SOLICITATION PROCESS:

On September 30, 2024, the Contracts and Procurement Department issued a Request for Qualifications for Engineering Services with RFQ Number 6146 for Professional Engineering Services for FY2025.

The selection committee consisted of professional staff from the Engineering Services Department and staff from operating department. Firms were ranked based on eight factors: 1) experience on projects of similar scope and complexity; 2) demonstrated capability & capacity on comparable projects; 3) past performance; 4) team members with experience and qualifications; 5) team members experience with work of similar scope and complexity; 6) availability of resources to accomplish the work; 7) demonstrate understanding of scope of services; 8) demonstrate understanding and experience with similar service with a public agency. Multiple contracts are being awarded to some firms. Interviews were not deemed necessary because the City has recent project experience with all of firms being recommended.

The selection committee recommended awards to the following firms:

- Ardurra Group, Corpus Christi, Texas
- CP&Y, Inc. dba STV Infrastructure, Corpus Christi, Texas
- Hanson Professional Services, Corpus Christi, Texas

- Hazen and Sawyer, Corpus Christi, Texas
- LJA Engineering, Inc., Corpus Christi, Texas
- Lockwood, Andrews & Newnam, Inc., Corpus Christi, Texas
- Pipeline Analysis, Garland, Texas
- SCS Engineers, Bedford, Texas
- Terracon Consultants, Inc. (Terracon), Corpus Christi, Texas

Seven of the nine selected firms are located in Corpus Christi. The firms not based in Corpus Christi have local work experience. The consultants were selected for projects based on the evaluation criteria including the City's prior experience with the firm. The attached table summarizes the staff award recommendation.

ALTERNATIVES:

The alternative is to modify or reject the award recommendation. Not awarding these contracts will delay some capital projects and make it more difficult to respond to immediate needs for professional engineering services.

FISCAL IMPACT:

The proposed MSAs are each for a term of three years. The fiscal impact for FY2025 is an amount not-to-exceed \$17,100,000.00 with funding available from the Capital Program and operating budgets. Specific funding details will be determined at the Task Order level based on work requested.

FUNDING DETAIL:

Funding will be allocated from appropriate fund sources as the various projects are identified.

RECOMMENDATION:

Staff recommends approval of the MSA contracts for a three-year aggregate not-to-exceed amount of \$17,100,000.00 with the selected engineering consultants.

LIST OF SUPPORTING DOCUMENTS:

List of Recommended Consultants & Projects
Evaluation Matrices
AE Contract Template