



AGENDA MEMORANDUM

Future Item for the City Council Meeting of July 12, 2016
Action Item for the City Council Meeting of July 19, 2015

DATE: July 7, 2016

TO: Margie C. Rose, Interim City Manager

THRU: Mark Van Vleck, Assistant City Manager
MarkVV@cctexas.com
(361) 826-3082

Valerie H. Gray, P.E., Executive Director of Public Works
ValerieG@cctexas.com
(361) 826-3729

FROM: Jeffrey Edmonds, P. E., Director of Capital Programs
JeffreyE@cctexas.com
(361) 826-3851

Approval for Amendments to Support Service Contracts
Engineering Services Staff Augmentation – Construction Inspection

CAPTION:

Motion authorizing City Manager, or designee, to execute Amendment No. 1 for nine Construction Inspection Staff Augmentation (CISA) contracts totaling \$1,846,875 for a total not to exceed amount of \$2,291,695 providing augmented Construction Inspection staff within Engineering Services Department.

PURPOSE:

The purpose of this agenda item is to amend existing CISA contracts to extend the period of performance for construction inspection services. A Request for Proposals (RFP) for these services was published in October 2015 and the selections were finalized in January. Inspectors began work earlier this year under small AE agreements that were staff approved. This action will extend the contracts for inspectors to the projected end of their current construction project assignments.

BACKGROUND AND FINDINGS:

Engineering Services has historically used a combination of in-house and contract staff resources to accomplish its mission of delivering capital projects to City operating departments. Current workload demands exceed the capabilities of the existing inspector workforce.

Inspectors are essential for the successful delivery of construction projects. Construction Inspectors are

typically responsible for the following tasks:

- Ensure construction contractors are compliant with construction documents including plans and specifications, codes and regulations;
- Monitor contractor performance and progress for quality, quantities and timeliness;
- Coordinate traffic control plans and changes with local businesses, residents and other agencies;
- Coordinate City utilities for outages, connections etc. with Operating Departments and local businesses and residents;
- Coordinate with private utilities including AEP, AT&T, Time Warner, etc.;
- Review and recommend progress pay applications for contractors, and
- Implement and coordinate general inspections, special inspections and final inspections.

Currently Engineering Services is managing 39 active City construction projects with a total value of \$274 Million. Engineering Services also provides quality assurance inspection for the public infrastructure in private subdivision developments. There are 14 current subdivision projects for which Engineering is providing inspections.

The following is a summary of the project workload:

- 39 active City construction contracts totaling \$274M;
 - ✓ Streets (19 contracts)
 - 16 Major Street projects totaling \$70M
 - 2 SPMP Overlay & Seal Coat contracts with over 150 Streets totaling \$17M
 - Signals and Sign Multi-task project \$1M
 - ✓ Utilities (30 contracts)
 - 7 Water plant and distribution system projects totaling \$121M including one multiple task order contracts
 - 10 Wastewater plant and collection system projects totaling \$8M including four multiple task order contracts
 - ✓ 2 CCIA Projects totaling \$48M
 - ✓ 1 Solid Waste Project totaling \$4M
 - ✓ 3 Parks & Recreation/Facility Projects totaling \$5M
- 14 subdivision projects;
- 19 City projects in close-out phase totaling \$106 Million;
- There are an additional 36 city street projects, 41 utility projects, 22 other facility/building projects scheduled to begin construction later this calendar year with an unknown number of private subdivision developments.

Engineering Services continues to experience recruiting difficulties concurrent with a significant spike in bidding and construction activity. The Engineering Services currently has 16 full-time inspector positions. Currently 7 of the 16 inspector positions are vacant and the department is actively recruiting.

City staff anticipated the increased workload and released an RFP for additional Construction Inspectors that closed in November 2015. The RFP was structured as a best value procurement where hourly rates and the individual inspectors' qualifications were equally weighted. Selections were announced in January 2016 and inspectors began working under small AE agreements in February. The contracting approach allows the department the ability to respond to a rapidly increasing workload

and can easily adjust downward as projects are concluded.

This current RFP process replaced the previous processes where these services were treated as a professional procurement governed under the Engineering Practice Act. Previously, firms were either hired based on firm qualifications for construction management or inspection services were sole sourced to the design engineering firm for a negotiated fee. This new, competitively priced, RFP process has achieved significant savings, increased the level of inspector expertise and allowed the City to provide a standard management approach to construction oversight across the City's entire construction portfolio.

This Agenda item authorizes extension of the existing small AE staff augmentation contracts which will be expiring soon. The initial contracts were administratively authorized to expedite the onboarding process. The contracts provide hourly rates for each inspector inclusive of vehicle and equipment with not-to-exceed amounts calculated to extend their service to the projected end of the current inspector assignments.

The following is a list of firms currently providing construction inspection staff augmentation services:

Consultant	Inspector	Original Contract	Contract Amendment (THIS ITEM)	Not to Exceed Amount	Duration
AGCM	Albert Mendoza	\$49,500	\$227,550	\$277,050	21 months
AGCM	Dan Parker	\$49,500	\$190,620	\$240,120	15 months
ACGM	George De La Cerda	\$49,400	\$151,060	\$200,460	18 months
AGCM	Manuel Hernandez	\$49,600	\$200,760	\$250,360	18 months
AGCM	Marcus Garcia	\$49,500	\$315,425	\$364,925	21 months
AGCM	William Hammac	\$49,600	\$196,320	\$245,920	18 months
LAN	David Lopez	\$48,720	\$132,240	\$180,960	18 months
LNV	Jose De Leon	\$49,500	\$137,700	\$187,200	12 months
Maverick	Joe Sandoval	\$49,500	\$295,200	\$344,700	21 months
	Total	\$444,820	\$1,846,875	\$2,291,695	

The augmented staff Construction Inspector work assignments and responsibilities are comparable to City Employee requirements for maintaining regular business work hours and completion of required responsibilities. For example, all inspectors must enter project data on City forms and enter daily reports into the Engineering project management database. The CISA contracts aggregate amount of approximately \$2.3 Million represents less than 1% of the \$282 Million value in active construction projects. The CISA rates are inclusive of vehicle, computer, phone, personal safety equipment and miscellaneous expenses.

ALTERNATIVES:

1. Authorize execution of the Amendments to the Professional Services Agreements.
2. Do not authorize Amendments to the Professional Services Agreements. (Not Recommended)

OTHER CONSIDERATIONS:

Staff will continue to evaluate and amend current recruiting strategies to successfully fill Department vacancies.

CONFORMITY TO CITY POLICY:

This conforms to city policy for procurement of construction support and inspection services.

EMERGENCY / NON-EMERGENCY:

Not applicable

DEPARTMENTAL CLEARANCES:

Engineering Services

FINANCIAL IMPACT:

☒ Operating ☐ Revenue ☒ Capital ☐ Not applicable

Fiscal Years 2015-2016	Current Year	2016-2017		TOTALS
Line Item Budget	\$1,846,875			\$1,846,875
Encumbered/Expended Amount				
This item	\$1,846,875			\$1,846,875
Future Anticipated Expenditures				
BALANCE	\$0.00			\$0.00

Fund(s): Street, Utility, and Parks & Recreation CIP

Comments: CISA's will be charged to various projects in accordance with hours worked in support of each project.

RECOMMENDATION:

City staff recommends approval of the CISA contracts to maintain the current level of inspector support.

LIST OF SUPPORTING DOCUMENTS:

Presentation
Location Map
Amendment No. 1 (9)
Form 1295 (4)