



AGENDA MEMORANDUM

First Reading for the City Council Meeting of January 14, 2020
Second Reading for the City Council Meeting of January 21, 2020

DATE: December 20, 2019

TO: Peter Zanoni, City Manager

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<p style="text-align: center;"><u>Master Services Agreements</u> Comprehensive Feasibility Study for the Seawall</p>
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CAPTION:

Motion awarding a Master Service Agreement (MSA) to HDR Engineering, Inc. for a Comprehensive Feasibility Study to identify future Seawall projects in an amount not to exceed \$250,000, effective upon notice to proceed, with funding approved and available from Type A funds.

SUMMARY:

This item approves a professional engineering contract to perform feasibility studies and prepare budgetary cost estimates for new projects that are eligible for Type A Seawall Sales Tax funds. The projects scopes and budgetary estimates will be an input into the Capital Improvement Program (CIP) planning cycle. The Type A Board and City Council will decide which projects are prioritized for inclusion in the FY 2020-2021 CIP.

BACKGROUND AND FINDINGS:

In 2009, a feasibility study for seawall projects was completed. Based on the feasibility study report, projects were prioritized and initiated. Since then, new projects have been identified and projects listed on the 2009 feasibility study report are out of date due to change in scope and cost estimates. This contract provides professional engineering services to perform new feasibility studies and prepare budgetary cost estimates for projects that will be eligible for Type A Seawall Sales Tax funds. The Type A Board and City Council will select and prioritize projects to be included into FY 2020-2021 CIP.

PROJECT TIMELINE:

2020						TO BE DETERMINED					
J	F	M	A	M	J						
Assessment						Design/Construction					

If approved by City Council in the January 2020 timeframe, a notice to proceed will be issued and the assessments should be completed by June 2020. Plans for future design and construction work will be considered at that time.

COMPETITIVE SOLICITATION PROCESS

HDR Engineering, Inc. were selected for Comprehensive Feasibility Study for the Seawall under RFQ 2018-10. The Comprehensive Feasibility Study for the Seawall was one of the four projects that were announced under the Group E-Type A Projects. Six firms submitted under the Group E-Type A Projects and HDR Engineering, Inc. was selected for the subject project.

The selection committee consisted of two representatives from the Engineering Services and one from Planning & Environmental Services. Firms were ranked based on five factors: 1) experience of the firm, 2) experience of the key personnel with specific experience with multiple Bond street programs and local utilities, 3) project approach and management plan, 4) capacity to meet the project requirements and timelines, and 5) past performance.

ALTERNATIVES:

If staff recommendation is not approved, the FY 2020-2021 capital improvement planning cycle will not have the benefit of having updated, professionally scoped and estimated projects programmed for the Seawall Sales Tax. This is not recommended because the basis for most current Seawall CIP projects was a feasibility study completed in 2009.

FISCAL IMPACT:

The contract will provide Comprehensive Feasibility Study for the Seawall in an amount not to exceed \$250,000 with work to be performed by HDR Engineering, Inc. Funds for this project are currently available in the Type A Seawall Sales Tax fund. Upon completion of the assessments, future design and construction work will be discussed with the Type A Board for review and Council recommendation.

Funding Detail:

Fund: **Seawall System CIP Fund (Fund 3271)**
Mission Element: Economic Development (ME #707)
Project No.: Comprehensive Feasibility Study for the Seawall (Project #E10119A)
Account: Professional Services (Account #530000)
Activity: E10119-A-3271-EXP
Amount: \$250,000

RECOMMENDATION:

Staff recommends approval of the MSA for the Comprehensive Feasibility Study for the Seawall in an amount not to exceed \$250,000 with HDR Engineering, Inc.

LIST OF SUPPORTING DOCUMENTS:

Ordinance
Location Maps
Proposal