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CITY OF LONG BEACH
DEPARTMENT OF PUBLIC WORKS

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March 25, 2003

HONORABLE MAYOR AND CITY COUNCIL
City of Long Beach
California

SUBJECT: Contract Award to Tetra Tech, RBF Consulting, DMJM+Harris, Berryman & Henigar and Huitt-Zollars for As-Needed Architectural, Electrical, Mechanical, Structural, and Geotechnical Engineering, Project Management, and Other Related Professional Services (Citywide)

DISCUSSION

The City of Long Beach has historically used consultants on an as-needed basis to provide plans and specifications for capital projects related to facility and building improvements. This is necessary as the City's Public Works Department does not have designated staff positions for Architecture, Electrical Engineering, Mechanical Engineering, Structural Engineering, and Geotechnical Engineering. Current as-needed consultant contracts related to these specialized expertises have expired or will expire shortly. In anticipation of this, a Request for Proposal (RFP) process was conducted in accordance with Administrative Regulation 8-4, "Selecting Professional Services," to secure these professional services.

Twenty-nine firms submitted proposals. The primes and subconsultants included 57 DBE/WBE/MBE's and seven Long Beach firms. A Consultant Review Committee reviewed the proposals and determined that the following five firms were best qualified to provide the necessary specialized professional services.

Tetra Tech, Inc.
RBF Consulting
DMJM+Harris, Inc.
Berryman & Henigar, Inc.
Huitt-Zollars, Incorporated.

The recommended firms and subconsultants include 14 DBE/WBE/MBE's and one Long Beach firm (see Attachment). It is being recommended that as-needed service contracts be issued to these firms, with a maximum authorized amount of \$600,000 each over the three-year period, for a total of \$3,000,000. The recommended term of each contract is three years. As individual projects are identified out of the Engineering Bureau's workload, the Bureau will issue work orders for each project to the various firms. Each work order will be funded from the source identified for each particular project.

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This matter was reviewed by Deputy City Attorney Donna F. Gwin on March 13, 2003, and Budget Manager Mike Killebrew on March 12, 2003.

TIMING CONSIDERATIONS

City Council action on this matter on March 25, 2003, will allow a timely output of budgeted Capital Improvement Projects.

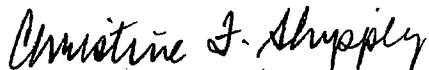
FISCAL IMPACT

The five contract awards are for a maximum amount of \$600,000 each, for an aggregate maximum total of \$3,000,000. Sufficient funds to cover these costs are budgeted in various capital improvement project funds in the Department of Public Works, and no appropriation increase is required.

IT IS RECOMMENDED THAT THE CITY COUNCIL:

1. Authorize the City Manager to enter into three-year contracts with Tetra Tech, RBF Consulting, DMJM+Harris, Inc., Berryman & Henigar, Inc., and Huit-Zollars Incorporated for as-needed Architectural, Electrical, Mechanical, Structural, and Geotechnical Engineering, Project Management, and other related Professional Services in an amount not to exceed \$600,000 each.
2. Authorize the City Manager to execute amendments to agreements relative to the extension of the term, to authorize additional services, if required, within the provisions of the agreements, and to adjust the fee schedules of hourly rates for inflation.

Respectfully submitted,



CHRISTINE F. SHIPPEY
DEPUTY CITY MANAGER/
ACTING DIRECTOR OF PUBLIC WORKS

LN:DM:ms
P/CC/Multi Contract Awards.rev5

Attachment

APPROVED:



GERALD R. MILLER
ACTING CITY MANAGER