

July 24, 2018

HONORABLE MAYOR AND CITY COUNCIL
City of Long Beach
California

RECOMMENDATION:

Adopt Specifications No. RFP GO18-085 for as-needed surveying services with D. Woolley & Associates Inc., of Tustin, CA, and Psomas, of Santa Ana, CA, in an aggregate amount not to exceed \$1,000,000, for a three-year term, with the option to renew for two additional one-year terms, at the discretion of the City Manager; and, authorize the City Manager, or designee, to execute all documents necessary to enter into the agreements, including any necessary amendments to adjust the individual contract amounts within the aggregate amount, amend the Scope of Work, and adjust the fee schedule of hourly rates for inflation. (Citywide)

DISCUSSION

The agreements for as-needed professional land surveying services are for the Energy Resources Department (ER). The services will include, but are not limited to, preliminary design of streets, construction staking, control surveys, global navigation satellite systems (GNSS) surveys, First/Second Order Level surveys, Legal Easements, and Vacations/Dedications preparation. The services will include both office and field work and generally require expertise and equipment not available with existing City resources.

On March 22, 2018, a Request for Proposals (RFP) was issued to find qualified consultants to provide professional land surveying services. Forty-four potential proposers downloaded the RFP via the City's electronic bid system. Four proposals were received on April 27, 2018.

The four proposals were reviewed by a selection committee, comprised of four staff members from ER. The proposals were evaluated in accordance with the following criteria:

- Understanding of land surveying procedures and quality assurance procedures.
- Proven experience in all aspects of land surveying, including preliminary design surveys of streets, construction staking, control surveys, GNSS surveys, First/Second Order Level surveys, Legal Easements, and Vacations/Dedications preparation.
- Qualifications/experience of key personnel, availability/current workload of proposed staff.
- Ability to provide numerous field crews for gas line staking projects, and number of field personnel who hold a current Transportation Worker Identification Credential (TWIC) card.
- References and record of previous project performance.

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- Proven experience of gas line staking/as-builts of utilities for cities and/or counties.
- Proven experience of GNSS elevation monitoring surveys and/or First/Second Order Level surveys for cities and/or counties.

After review of all four proposals, the selection committee invited two firms to be interviewed on May 21, 2018. The selection committee unanimously selected D. Woolley & Associates Inc., (Woolley) and Psomas. Woolley is a certified Small Business Enterprise (SBE) and Very Small Business Enterprise (VSBE) and will be providing services out of its Tustin and Long Beach, CA, offices. Psomas will be providing services out of its Santa Ana, CA, office.

Woolley and Psomas were selected because of their wide-reaching understanding of the subject matter, their comprehensive approach to land surveying, and their well-established quality control and quality assurance programs. In their proposals and oral interviews, both firms exhibited a well-developed understanding of the needs of ER. In addition, both firms have proven experience in gas line staking and GNSS elevation monitoring, which are two of the main tasks required by ER. Each firm demonstrated capabilities and experience that will be a benefit to ER and the City.

This matter was reviewed by Deputy City Attorney Richard F. Anthony on June 25, 2018 and by Revenue Management Officer Geraldine Alejo on July 3, 2018.

TIMING CONSIDERATIONS

City Council approval is requested on July 24, 2018, to ensure timely execution of the agreements and commencement of work.

FISCAL IMPACT

The aggregate contract amount will not exceed \$1,000,000, for the initial three-year term of the agreements. Sufficient funds are budgeted in the Tidelands Oil Revenue Fund (NX 420) in the Energy Resources Department (ER). The number of jobs created by the recommendation is not available and will depend on the funds budgeted and the work assigned to each firm over the course of the contract period.

SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,



ROBERT DOWELL
DIRECTOR OF ENERGY RESOURCES

APPROVED:



PATRICK H. WEST
CITY MANAGER