



PUBLIC WORKS DEPARTMENT

CITY HALL

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CITY COUNCIL STAFF REPORT

Meeting: April 17, 2018

Subject

Approval of two separate Master Agreements between the City of Cupertino and the Gilbane Building Company and between the City of Cupertino and CSG Consultants, Inc. to provide construction management services on various Capital Improvement Projects.

Recommended Action

- a. Authorize the City Manager to execute a Master Agreement between the City of Cupertino and the Gilbane Building Company in the amount not to exceed \$500,000 for a term of approximately two years.
- b. Authorize the City Manager to execute a Master Agreement between the City of Cupertino and CSG Consultants, Inc. in the amount not to exceed \$500,000 for a term of approximately two years.

Description

The recommended Master Agreement will allow staff to utilize construction management resources on an as-needed basis to support the delivery of capital projects.

Background

The City relies on consultant resources to augment the city staff when needed. The projects in the City's current and proposed 5-year Capital Improvement Program (CIP) exceed the capacity of internal staff to perform all aspects of project management.

The CIP for fiscal years 2015/16 through 2017/18 have included numerous projects that are funded for design and construction. Projects have been largely completed as programmed with the assistance of consultant construction management services. The current agreements for construction management services ended on March 31, 2018. Construction management services will be needed to effectively and efficiently carry out the current and next fiscal year CIPs.

Discussion

Anticipating the need for on-call construction management services, staff completed a qualifications-based selection (QBS) process in February, 2018 in accordance with State and City codes. In response to a Request for Qualifications issued by the City, nine Statements of Qualification were received from firms within the Bay Area, which were evaluated for relevant skills and experience, resulting in a list of nine qualified consultants.

Cupertino's capital projects are generally either in the public right-of-way (the street environment, e.g. sidewalk installation, bike lanes, storm drainage, paving, and traffic signal work) or at publically owned facilities such as parks and buildings. Based on the Statements of Qualifications received, a firm's experience and strengths typically center on one of these two types of projects.

Staff recommends that two master agreements for construction management (CM) services be approved. Based on their respective qualifications two firms were selected for master agreements, one with primary strengths in building and site development projects and one with strengths in right-of-way improvements. While each has an area of expertise, both firms can provide the CM services in either area of construction work as needed, allowing for flexibility in assigning CM project work over the life of the agreements and ensuring that the City has sufficient capacity at any given time.

Staff recommends that the Gilbane Building Company (Gilbane) and CSG Consultants Inc. (CSG) each be awarded a master agreement. Gilbane was selected for their experience with building and site development projects. Gilbane has provided CM service to the City of Cupertino since spring 2012. CSG was identified as the best fit to oversee construction management for projects within the public right-of-way. CSG has provided CM service to the City since March, 2016. Both firms were selected based on their relevant experience, depth and breadth of skills and accessibility of the firm.

The Master Agreements establish a menu of typical services performed for the administration and management of construction contracts and defines a maximum compensation to be authorized under the agreement. No funds are encumbered by the Master Agreement. Project specific services are authorized on a project-by-project basis by the issuance of a Service Order, and those services are funded directly from the appropriate project budget. In this way, the costs for CM services for any given project are charged to the relevant project, for which funds are already appropriated in each project budget. There is no fiscal impact caused by approving the recommended agreements.

Through the proposed Master Agreement, Public Works Project Managers can quickly bring required construction management personnel onto a project team as needed, further enabling staff to effectively and efficiently deliver capital projects.

Sustainability Impact

None

Fiscal Impact

No appropriation is required for this action. Subject to Council approval of this Master Agreement between the City and Gilbane and the City and CSG, the requisite funds will be encumbered from each CIP project budget.

Prepared by: Michael Zimmermann, CIP Manager

Reviewed by: Timm Borden, Director of Public Works Department

Approved for Submission by: David Brandt, City Manager

Attachments:

A – Draft Master Agreement for Construction Management Services with Gilbane Building Company

B – Draft Master Agreement for Construction Management Services with CSG Consultants, Inc.