



COUNCIL AGENDA: 11-08-05

ITEM: 2.6

Memorandum

TO: HONORABLE MAYOR AND
CITY COUNCIL

FROM: Katy Allen

SUBJECT: SEE BELOW

DATE: 10-25-05

Approved

Date

10/26/05

Council District: Various

**SUBJECT: MASTER AGREEMENTS WITH CROSBY GROUP AND BIGGS
CARDOSA ASSOCIATES INC. FOR STRUCTURAL ENGINEERING CONSULTING
SERVICES FOR VARIOUS PROJECTS**

RECOMMENDATION

Approval of two Structural Engineering Master Agreements with:

- a. Crosby Group for a variety of structural engineering consulting services for various City Projects from the date of execution to October 31, 2007, for a total agreement amount not to exceed \$250,000.
- b. Biggs Cardosa Associates Inc. for a variety of structural engineering consulting services for various City Projects from the date of execution to October 31, 2007, for a total agreement amount not to exceed \$250,000.

CEQA: Not a project.

BACKGROUND

The Department of Public Works (DPW) manages a variety of projects that include design and construction of buildings, bridges, parks and trails. These projects often include structural components that require design, evaluation or analysis by a structural engineer registered in the State of California. Public Works has limited capacity in the structural engineering specialty. In order to complete projects within schedule commitments, agreements with structural engineering consultants are utilized to supplement in-house resources.

In 2002 a seismic risk assessment of several City-owned garages identified the Second and San Carlos Streets garage in downtown San José for seismic retrofit to bring the structure into

compliance with current building code requirements. The Department of Transportation has budgeted and scheduled completion of this seismic retrofit work in the current fiscal year. In order to comply with this schedule, design work must begin immediately. Currently in-house structural resources are fully committed and unable to complete the work within the schedule. In order to meet the expectations for the Second and San Carlos St. Garage project and other projects requiring the structural engineering services, master agreements with structural engineering firms are necessary.

ANALYSIS

As a means to provide readily available design services staff recommends the approval of two new master agreements with structural engineering firms. Accordingly, staff conducted a consultant selection process in September 2005 that complies with the Council-adopted Qualifications Based Consultant Selection (QBCS) policy presently in effect. Six Structural Engineering consulting firms were interviewed and subsequently ranked as follows:

- | | | |
|----|---------------------------------|-------------------|
| 1. | Crosby Group | Redwood City, CA |
| 2. | Biggs Cardosa Associates Inc. | San José, CA |
| 3. | Forell/Elsesser Engineers, Inc. | San Francisco, CA |
| 4. | Ahearn, Knox & Hyde, Inc. | San José, CA |
| 5. | Degenkolb | San Francisco, CA |
| 6. | Universal Consulting Engineers | Campbell, CA |

In accordance with the QBCS policy, staff successfully negotiated the master agreement terms with the two top-ranked structural engineering firms, Crosby Group and Biggs Cardosa Associates Inc. Staff is recommending the approval of these master agreements with Crosby Group and Biggs Cardosa Associates Inc. The remaining interviewed consultants have been notified of their rankings.

Crosby Group, a California engineering corporation since 1992, has demonstrated during the consultant selection process to be creative in the use of new technologies in the field of structural engineering, to have extensive experience with public projects and to have a service-oriented approach to construction administration.

Biggs Cardosa Associates, Inc., a California engineering corporation since 1986, has demonstrated during the consultant selection process to have the size, location, and experience to support the City of San José's structural consulting requirements.

The scope of work under the master agreements includes, but is not limited to, providing structural engineering design services, seismic evaluations, inspections, schedules, cost estimates, construction documents and construction administration support.

Under these master agreements, project consultant services shall be initiated by authorized Service Orders detailing the specific scope of services, schedule and compensation, along with the appropriate funding source(s) for the project. Consultant services will be tailored to complement City staff expertise to ensure efficient and effective project implementation. Staff will encourage local subconsultant participation with the consultants.

Costs for services completed under these agreements will be funded by specific project appropriations as work on each project is initiated. Crosby Group and Biggs Cardosa Associates Inc. will each perform the services for an amount not to exceed \$250,000.

OUTCOME

Approval of the master agreements with Crosby Group and Biggs Cardosa Associates Inc. provides the City with structural engineering consulting services for various City projects.

PUBLIC OUTREACH

A Request for Qualifications was advertised in the *San José Post-Record* and the City's Internet Bid Line.

COORDINATION

This memorandum and agreements have been coordinated with the City Attorney's Office, the City Manager's Budget Office and the Departments of Transportation and Planning, Building and Code Enforcement.

COST IMPLICATIONS

No funding is needed to approve these master agreements. Funds have already been or will be appropriated as needed for the various projects through the Department of Transportation projects fund, Various Parks, Library or Safety Bond funds and the Council Districts Construction and Conveyance Tax Funds.

BUDGET REFERENCE

Not applicable.

HONORABLE MAYOR AND CITY COUNCIL

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CEQA

Not a project.

Katy Allen

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Director, Public Works Department

KA:rv

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