

RESOLUTION 2023-###

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN PABLO (1) AUTHORIZING THE CITY MANAGER TO EXECUTE AN AMENDMENT TO INCREASE COMPENSATION BY \$50,000, FOR A TOTAL NOT TO EXCEED AMOUNT OF \$425,000, FOR THE ON-CALL CONSTRUCTION MANAGEMENT SERVICES AGREEMENT BETWEEN THE CITY OF SAN PABLO AND PARK ENGINEERING, INC.; (2) AUTHORIZING THE CITY MANAGER TO EXECUTE AN AMENDMENT TO INCREASE COMPENSATION BY \$25,000, FOR A TOTAL NOT TO EXCEED AMOUNT OF \$400,000 FOR THE ON-CALL CIVIL ENGINEERING CONSULTING SERVICES AGREEMENT BETWEEN THE CITY OF SAN PABLO AND HARRISON ENGINEERING, INC.; (3) AUTHORIZING THE CITY MANAGER TO EXECUTE AN AMENDMENT TO INCREASE COMPENSATION BY \$100,000, FOR A TOTAL NOT TO EXCEED AMOUNT OF \$850,000 FOR THE ON-CALL ELECTRICIAN MAINTENANCE AND TRADE SERVICES AGREEMENT BETWEEN THE CITY OF SAN PABLO AND DC ELECTRIC GROUP, INC.; (4) AUTHORIZING THE CITY MANAGER TO EXECUTE AN AMENDMENT TO INCREASE COMPENSATION BY \$35,000, FOR A TOTAL NOT TO EXCEED AMOUNT OF \$80,000 FOR THE CONSULTING SERVICES AGREEMENT BETWEEN THE CITY OF SAN PABLO AND MERCURIO ENGINEERING; AND (5) REALLOCATING FUNDS IN THE AMOUNT OF \$276,215 IN SALARY SAVINGS FROM THE FISCAL YEAR 2023/24 PUBLIC WORKS DEPARTMENT SALARY OPERATING BUDGETS TO THE FISCAL YEAR 2023/24 PUBLIC WORKS DEPARTMENT PROFESSIONAL SERVICES OPERATING BUDGETS

WHEREAS, as part of its operations, the City of San Pablo engages with different service providers to help with its day-to-day operations;

WHEREAS, although State law mandates formal, sealed competitive bidding for certain public works/construction contracts, the City can adopt its own procurement policies for other services such as consulting services and has done so in Chapter 3.16 of the San Pablo Municipal Code and in more detailed procedures set forth in the City's Finance Policies, which were administratively adopted in October 2018 and further revised in April 2021;

WHEREAS, since 2016, the Public Works Department has entered into On-Call contracts with a variety of firms to provide professional services for both capital projects and operational needs;

WHEREAS, on June 20, 2023, through Resolution 2023-101, the City Council awarded On-call Consultant Agreements to Harrison Engineering, Inc. to provide civil engineering services and to Park Engineering, Inc. to provide construction management services;

WHEREAS, on June 20, 2023, through Resolution 2023-096, the City Council awarded an On-call Maintenance and Trade Services Agreement to DC Electric Group, Inc. to provide electrician services;

WHEREAS, on January 12, 2023, the City entered into a Consulting Agreement with Mercurio Engineering to provide civil engineering services, and on May 9, 2023 executed the First Amendment to the Agreement authorizing a total compensation not to exceed \$45,000 under the Agreement as amended;

WHEREAS, due to staffing impacts and the volume of active construction projects being managed by Public Works, staff recommends increasing the compensation for civil engineering and construction management consulting services;

WHEREAS, due to unforeseen traffic incidents resulting in an increased number of traffic signal replacements and maintenance, staff recommends increasing the compensation for on-call electrician maintenance and trade services;

WHEREAS, staff recommends the City Council authorize the City Manager to execute a First Amendment to Park Engineering's Agreement to increase compensation to an amount not to exceed \$125,000 for Fiscal Year 2023/24, for a total compensation not to exceed amount of \$425,000 for the five-year contract term;

WHEREAS, staff recommends the City Council authorize the City Manager to execute a First Amendment to Harrison Engineering's Agreement to increase compensation to an amount not to exceed \$100,000 for Fiscal Year 2023/24, for a total compensation not to exceed amount of \$400,000 for the five-year contract term;

WHEREAS, staff recommends the City Council authorize the City Manager to execute a Second Amendment to Mercurio Engineering's Agreement to increase compensation to an amount not to exceed \$80,000 and to extend the term until December 31, 2024;

WHEREAS, staff recommends the City Council authorize the City Manager to execute a First Amendment to DC Electric Group's Agreement to increase compensation to an amount not to exceed \$250,000 for Fiscal Year 2023/24, for a total compensation not to exceed amount of \$850,000 for the five-year contract term;

WHEREAS, the Public Works Department has had several vacant positions since the start of Fiscal Year 2023/24, including two (2) Maintenance Workers, one (1) Environmental Analyst, and one (1) Senior Administrative Clerk, which are not expected to be filled until sometime in April 2024 or later;

WHEREAS, staff recommends transferring unused salary savings due to the current position vacancies from the Fiscal Year 2023/24 Public Works Department Salary Operating Budgets to the Fiscal Year 2023/24 Public Works Department Professional Services Operating Budget in the amount of \$276,215;

WHEREAS, staff intends to utilize unused salary funds for expenditures incurred for consulting services executed by Park Engineering, Harrison Engineering, and

Mercurio Engineering, and on-call electrician services completed by DC Electric Group, as well as for other consulting and maintenance and trade services;

WHEREAS, staff plans to utilize Harrison Engineering, Park Engineering, and Mercurio Engineering for consulting services related to active CIP projects, such as the Sutter Urban Greening Project, Church Full Trash Capture Device Project, Bush Pocket Park Project, Wildcat Creek Crossing Improvements Project, S.P.A.R.C. Project, HVAC Replacement Project at the Senior Center, and Roof Replacement Project at the Community Center; and

WHEREAS, staff plans to continue utilizing DC Electric Group for on-call electrician services to replace and maintain City-owned traffic signals and streetlights throughout the City, and to respond to emergencies related to traffic signals and streetlights, as needed.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of San Pablo hereby authorizes the City Manager to execute a First Amendment to the Agreement with Park Engineering Inc., in a form to be approved by the City Attorney that does not substantially alter the City's rights or responsibilities from those set forth in the attached draft amendment, for on-call construction management consulting services for an additional amount not to exceed \$50,000, for a total authorization not to exceed \$425,000;

BE IT FURTHER RESOLVED the City Council authorizes the City Manager to execute a First Amendment to the Agreement with Harrison Engineering, Inc., in a form to be approved by the City Attorney that does not substantially alter the City's rights or responsibilities from those set forth in the attached draft amendment, for on-call civil engineering consulting services for an additional amount not to exceed \$25,000, for a total authorization not to exceed \$400,000;

BE IT FURTHER RESOLVED the City Council authorizes the City Manager to execute a First Amendment to the Agreement with DC Electric Group, Inc., in a form to be approved by the City Attorney that does not substantially alter the City's rights or responsibilities from those set forth in the attached draft amendment, for on-call electrician maintenance and trade services for an additional amount not to exceed \$100,000, for a total authorization not to exceed \$850,000;

BE IT FURTHER RESOLVED the City Council authorizes the City Manager to execute a Second Amendment to the Agreement with Mercurio Engineering, in a form to be approved by the City Attorney that does not substantially alter the City's rights or responsibilities from those set forth in the attached draft amendment, for civil engineering consulting services for an additional amount not to exceed \$35,000, for a total authorization not to exceed \$80,000;

BE IT FURTHER RESOLVED the City Council authorizes the City Manager to transfer funds in the amount of \$276,215 from the Fiscal Year 2023/24 Public Works

Department Salary Operating Budgets to the Fiscal Year 2023/24 Public Works Department Professional Services Budgets as follows:

ACTION	FROM: Fund / Account Code	AMOUNT	TO: Fund / Account Code	AMOUNT
Transfer	100-3410-41000: FY2023/24 Property Maintenance Salary	\$16,835	100-3410-43600: FY2023/24 Property Professional Services	\$16,835
Transfer	200-3710-41000: FY2023/24 Streets Maintenance Salary	\$85,579	200-3710-43600: FY2023/24 Streets Professional Services	\$85,579
Transfer	237-3610-41000: FY2023/24 SLLD Maintenance Salary	\$60,092	237-3610-43600: FY2023/24 SLLD Professional Services	\$60,092
Transfer	255-3510-41000: FY2023/24 NPDES Maintenance Salary	\$113,709	255-3510-43600: FY2023/24 NPDES Professional Services	\$113,709
TOTAL:				\$276,215

BE IT FURTHER RESOLVED that the foregoing recitations are true and correct and are included herein by reference as findings.

* * * * *

ADOPTED this 18th day of December 2023, by the following votes:

AYES: COUNCILMEMBERS:
 NOES: COUNCILMEMBERS:
 ABSENT: COUNCILMEMBERS:
 ABSTAIN: COUNCILMEMBERS:

ATTEST:

APPROVED:

 Dorothy Gantt, City Clerk

 Patricia Ponce, Mayor