

**RESOLUTION 2019-031**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN PABLO AUTHORIZING THE CITY MANAGER TO CONTINUE TO ENTER INTO AN AGREEMENT WITH HARRISON ENGINEERING, INC. FOR “ON-CALL” CIVIL ENGINEERING CONSULTING SERVICES IN THE AMOUNT OF \$25,000 PER FISCAL YEAR WITH TWO ONE-YEAR RENEWAL OPTIONS AT THE CITY’S DISCRETION AND SUBJECT TO FUNDING AVAILABILITY AUTHORIZED BY THE COUNCIL FOR A TOTAL AUTHORIZATION OF \$75,000**

WHEREAS, in 2016, the Public Works Engineering Division identified a need for “on-call” services and issued a Request for Proposals for the following categories: civil engineering, construction inspection services, electrical engineering, geotechnical services, materials testing, plan check services, potholing services and traffic engineering;

WHEREAS, City staff reviewed the proposals and on-call contracts were awarded in the amount of \$20,000 per fiscal year with an administrative understanding that there was a 15% contingency for a total of \$23,000 with four one-year renewal options at the City’s discretion and funding availability for a total of \$118,030 set to expire by end of fiscal year 2021;

WHEREAS, Harrison Engineering, Inc. (HEI) was one of the “on-call” consultants awarded the aforementioned contract for civil engineering consulting services pursuant to resolution 2016-283;

WHEREAS, during the first year of the contract (FY 2016/17), City staff utilized HEI for consulting services several times throughout the fiscal year mainly for urgent project-specific tasks, which required staff to go back to Council for approval to use additional funds within the approved contract exhausting over 50% of the approved total contract amount during the first year of the contract; and

WHEREAS, in FY 2018, HEI services were used for various project-specific needs and to supplement staff resources due to staff turnover in the Engineering Division, which resulted in expenditures totaling 90% of the approved total contract amount.

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

BE IT FURTHER RESOLVED that the City Council authorizes the City Manager to renew the contract with Harrison Engineering, Inc. by starting a new contract in the form of Exhibit 1 with two one-year renewal options for a total not to exceed amount of \$75,000 and to increase the annual cap for this contract from \$20,000 per fiscal year to \$25,000 per fiscal year.

\* \* \* \* \*

ADOPTED this 4<sup>th</sup> day of March, 2019, by the following votes:

AYES:	COUNCILMEMBERS:	Pineda, Xavier, Pabon-Alvarado, Cruz and Kinney
NOES:	COUNCILMEMBERS:	None
ABSENT:	COUNCILMEMBERS:	None
ABSTAIN:	COUNCILMEMBERS:	None

ATTEST: APPROVED:

/s/ Patricia Ponce  
Patricia Ponce, City Clerk

/s/ Rich Kinney  
Rich Kinney, Mayor