Legislation Details (With Text)

File #:	21-0340 **Version:** 1		
Type:	Consent - Staff Report	**Status:**	Agenda Ready
		In control:	City Council Regular Meeting
On agenda:	11/16/2021	**Final action:**	
Title:	Consideration of a Resolution Approving an Agreement with Willdan Engineering for $78,720 for Public Works Inspection Services for the Engineering Division (Public Works Director Lee). ADOPT RESOLUTION NO. 21-0105		
Sponsors:			
Indexes:			
Code sections:			
Attachments:	1. Resolution No. 21-0105, 2. Agreement - Willdan Engineering		

Date	Ver.	Action By	Action	Result
11/16/2021	1	City Council Regular Meeting		

TO:
Honorable Mayor and Members of the City Council

THROUGH:
Bruce Moe, City Manager

FROM:
Erick Lee, Public Works Director
Prem Kumar, City Engineer
Michael A. Guerrero, Principal Civil Engineer

SUBJECT:
Consideration of a Resolution Approving an Agreement with Willdan Engineering for $78,720 for Public Works Inspection Services for the Engineering Division (Public Works Director Lee).
ADOPT RESOLUTION NO. 21-0105

RECOMMENDATION:
Staff recommends that City Council approve an agreement with Willdan Engineering for Public Works inspection services in the Engineering Division of the Public Works Department, at a cost not-to-exceed $78,720.

FISCAL IMPLICATIONS:
The proposed agreement is for a not-to-exceed amount of $78,720. This expenditure will be offset by salary savings resulting from the current vacancy of a Public Works Inspector position. The Public Works Inspector salary and related services are directly tied to various development permit fee activity.

BACKGROUND:

The Engineering Division of the Public Works Department is responsible for providing Public Works inspection services related to private development and utility company construction within the public right of way. Due to staffing issues, there is an immediate need to hire a firm on a temporary basis to provide contract Public Works inspection services.

DISCUSSION:
Staff reached out to several firms to solicit proposals to provide Public Works inspection services. Willdan Engineering offered the best qualified personnel fitting the City's inspection service needs. The agreement with Willdan Engineering includes a billing rate of $123 per hour to provide the services at a not-to-exceed amount of $78,720. At this rate, at approximately 35-40 hours per week, the estimated 16-week duration for services would extend through the end of February 2022. However, the City will be billed for the actual hours of services provided, and the agreement may be terminated at any time.

PUBLIC OUTREACH:
After analysis, staff determined that public outreach was not required for this issue.

ENVIRONMENTAL REVIEW:
The subject request is not a "project" as defined under Section 15378 of the State of California Environmental Quality Act (CEQA) Guidelines; therefore, pursuant to Section 15060(c)(3) of the State CEQA Guidelines, the activity is not subject to CEQA. Thus, no environmental review is necessary.

LEGAL REVIEW:
The City Attorney has approved the agreement as to form. The City Attorney has reviewed this report and determined that no additional legal analysis is necessary.

ATTACHMENTS:
1. Resolution No. 21-0105
2. Agreement - Willdan Engineering