



Agenda Report

MEETING DATE: Tuesday, December 12, 2023

TO: City Council

FROM: PUBLIC WORKS & UTILITIES DIRECTOR LINDBERG
PUBLIC WORKS ADMINISTRATIVE SERVICES MANAGER GORDO

THROUGH: CITY MANAGER MENDEZ

SUBJECT: AWARDING CONTRACT TO HARRIS & ASSOCIATES, INC. FOR
CONSULTANT SERVICES FOR THE MUNICIPAL SERVICES
CENTER (MSC) IMPROVEMENTS

RECOMMENDED ACTION:

It is recommended that the City Council adopt a resolution awarding contract to Harris & Associates, Inc. for the Municipal Services Center (MSC) Improvements, Design Build (DB) Project Management and Environmental Documentation Services. The contract amount would be for an amount not-to-exceed \$327,801.

BACKGROUND:

Requesting approval of a contract for an amount not to exceed \$327,801 with Harris & Associates for the Municipal Services Center (MSC) Improvements, Design Build (DB) Project Management and Environmental Documentation Services.

DISCUSSION:

In July 2020, the City completed the Municipal Services Center (MSC) Master Planning and Feasibility (MP) Report which outlined improvements to bring the City's MSC to compliance with standards, meet foreseeable staffing and operational growth, and optimize its layout for efficiency. The master plan included an inventory of current facilities, an assessment of their condition, and proposed enhancements to be carried out through a phased construction approach over a 20-year timeline. The phases of this project are delineated as follows:

- Phase 1 includes the demolition of the existing Police Department storage bay, site demolition north of the existing Recycling Center, and the construction of a new 1,500 square-foot Waste/Recycle building, adjacent parking, and associated driveway, paving, and stormwater management improvements.
- Phase 2 proposes to demolish the existing refuse garage and a portion of the existing water services building and construct a new 7,000 square-foot Water Services building, 4,500 square-foot Refuse Garage, and 12,000 square-foot

Administration building, along with associated driveway, paving, and stormwater management improvements.

- Phase 3 proposes to demolish the existing Administration building and Fleet Maintenance building and construct a new 16,000 square-foot Fleet Maintenance building and support areas along with associated driveway, and paving improvements.
- Phase 4 proposes to demolish the existing Parks Operations and Sanitation buildings and construct a new 5,600 square-foot Parks Operations building and 4,500 square-foot Sanitation building.

The City intends to award the scope of work identified above for the four phases defined in the MP report to a winning design-builder in calendar year 2024. The City intends to issue a Request for Qualifications (RFQ) and a subsequent Request for Proposals (RFP) to procure a qualified design-builder.

Harris & Associates submitted a Statement of Qualifications for the City of Watsonville Public Works and Utilities Department Periodic and On-Call Professional Engineering Services and was determined by staff in August 2021 to be qualified. Staff requested a proposal from Harris & Associates for the Municipal Services Center (MSC) Improvements Design Build (DB) Project Management and Environmental Documentation Services. As part of this effort, Harris & Associates would act as Project Manager of this Design Build Project. Under this stage of the Design Build effort, Harris would be administering the development of the project's scope, budget and schedule and the coordination of all the related activities necessary to complete the DB Procurement Phase. Their General Scope of Services to be provided includes but are not limited to the following: Project Management Services (project controls, document control, design-build procurement process administration), and environmental documentation services. A copy of Harris & Associates' proposal is included in the contract as Exhibit A.

STRATEGIC PLAN:

The project is consistent with the following Strategic Plan goal:

2-Infrastructure & Environment

7-Efficient and High Performing Government

FINANCIAL IMPACT:

Funds for this contract have been identified in the City's approved 2023/2024 CIP plan through accounts 740-912-7851-14439 (\$77,801) and 720-913-7855-15122 (\$250,000).

ALTERNATIVE ACTION:

No reasonable alternatives are known currently.

ATTACHMENTS AND/OR REFERENCES (If any):

None.