

Agenda Report



Watsonville
CALIFORNIA

MEETING DATE: Tuesday, June 25, 2024

TO: City Council

FROM: PUBLIC WORKS & UTILITIES DIRECTOR LINDBERG
ASSISTANT PUBLIC WORKS & UTILITIES DIRECTOR FONTES

SUBJECT: APPROVE CONSULTANT CONTRACT WITH HARRIS &
ASSOCIATES, INC. FOR THE ON CALL ENGINEERING
AND DEVELOPMENT REVIEW SERVICES IN AN AMOUNT
NOT TO EXCEED \$200,000

RECOMMENDED ACTION:

Staff recommends the Council adopt a resolution approving the consultant contract with Harris & Associates, Inc. for on-call engineering and development review services in an amount not to exceed \$200,000.

BACKGROUND:

The Public Works & Utilities Department's Engineering Division needs staff augmentation support due to the recent departure of Principal Engineer David Caneer, who was primarily tasked with development review and plan check services. The Engineering Division has other position vacancies, and the recruitment process has not yielded qualified candidates.

Staff recruitment may take an undetermined amount of time to identify a qualified candidate. This will place a burden on staff to process engineer plan check review services and may cause delays on active and future development projects.

Under subdivision (a) of § 3-5.210 of the Municipal Code provides that an exemption from the purchasing process requirements if an emergency requires that a contract be placed with the nearest available source of services.

DISCUSSION:

Staff requested a proposal from Harris & Associates, Inc. for on-call engineering services and development review services. Harris & Associates, Inc. submitted their proposal for review by the Public Works & Utilities administrative staff, and the proposal was accepted due to experience and availability.

Included in the proposal, Harris & Associates, Inc. will provide on a weekly basis up to 24 hours of plan review and management support for the City. The contract will be for 1 year with compensation not to exceed \$200,000.

The contract for on-call engineering services and development review services will prevent delays to active and future development projects and ease the workload on City staff. Staff recommends the contract with Harris & Associates, Inc. for on-call engineering services and development review services be approved.

STRATEGIC PLAN:

This amendment is consistent with the Strategic Plan Goals:

2-Infrastructure & Environment

3-Housing

FINANCIAL IMPACT:

The costs associated with this contract are paid for by developer fees for each specific project, as appropriate.

ALTERNATIVE ACTION:

Not approving the amendment would place an additional burden on City staff and slow the development review efforts which may cause delays.

ATTACHMENTS AND/OR REFERENCES (If any):

None.