



CITY OF GLENDALE, CALIFORNIA
REPORT TO THE:

Joint City Council Housing Authority Successor Agency Oversight Board

February 23, 2016

AGENDA ITEM

Report: Professional Services Agreement (PSA) for Design Services for the Slope and Site Repairs at Various Water Facilities

1. Motion authorizing the City Manager, or his designee, to execute a Professional Services Agreement (PSA) with Tait & Associates, Inc. for design services for the Slope and Site Repairs at Various Reservoir Sites for the amount of \$147,784.00, and approving a ten percent (10%) reserve for contingencies in the amount of \$14,778.40

COUNCIL ACTION

Public Hearing Ordinance Consent Calendar Action Item Report Only

Approved for Feb. 23, 2014 calendar

ADMINISTRATIVE ACTION

Submitted by:
Stephen M. Zurn, General Manager - GWP

Signature

Prepared by:
Michael E. De Ghetto, Assistant General Manager - Water

Approved by:
Scott Ochoa, City Manager

Reviewed by:
Yasmin K. Beers, Assistant City Manager

Michael J. Garcia, City Attorney

Robert P. Elliot, Director of Finance

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RECOMMENDATION

Glendale Water & Power (GWP) staff respectfully recommends that the City Council authorize the City Manager, or his designee, to execute a Professional Services Agreement (PSA) with Tait & Associates, Inc. for design services for the Slope and Site Repairs at Various Water Facilities for the amount of \$147,784.00 and approving a ten percent (10%) reserve for contingencies in the amount of \$14,778.40.

BACKGROUND/ANALYSIS

GWP maintains all of water storage facility and pump station sites within the City. Four reservoir sites and one pump station site are in need of slope and site repairs. Listed below are the five sites with their respective summary of the scope of work that design services are needed to prepare plans and specifications to advertise for construction:

Facility Name	Scope of Work
Rossmoyne 1290 Reservoir	<ul style="list-style-type: none">Regrade to correct site drainage issuesRepair drainage system down the hill
Verdugo 1666 Reservoir	<ul style="list-style-type: none">Reconstruct retaining wall enclosure around altitude valveCover exposed water main and regrade slope.Regrade slope of roadway and construct water runoff drainage systemPave access roadway with asphalt concreteConstruct concrete truck turnaround area
Chevy Chase 1290 Reservoir	<ul style="list-style-type: none">Slope repair adjacent to access roadReplace existing 30-inch drainage pipe beneath access road.Repair access road asphalt concrete.
Glenoaks 968 Reservoir	<ul style="list-style-type: none">Regrade access road and clear vegetationConstruct truck pullout/turnouts along access roadSlope repair adjacent to access road
Scholl Canyon Pump Station	<ul style="list-style-type: none">Remove and replace asphalt concrete pavement on access roadConstruct asphalt concrete berm along access road and install delineatorsInstall guardrail at turnaround areaInstall site drain and drainage pipe in front of pump station

On October 21, 2015, GWP staff solicited proposals by issuing a Request for Proposal (RFP) from five firms with the requirement of attending a mandatory pre-proposal meeting on November 3, 2015, in order to gain access to all the water facilities. Only Cannon and Tait & Associates, Inc. attended the pre-proposal meeting and both submitted a proposal on November 18, 2015. GWP staff evaluated each firm’s proposal based on firm experience on similar projects (15%), project approach, including the understanding of the City’s needs (15%), staff experience specific to comparable projects (20%), and contract price (50%).

Tait & Associates, Inc. proposed \$147,784 and Cannon proposed \$118,162 for the cost of design services for this project. Although the overall cost for design services was higher for Tait & Associates, Inc., the cost/hour was significantly less for Tait & Associates, Inc. providing 945 staff hours at an average rate of \$156.38/hour compared to Cannon providing 360 staff hours at an average rate of \$319.41/hour.

GWP staff believes the number of hours proposed by Tait & Associates, Inc. is more representative of what is needed to provide design services for the scope of work for this project. Furthermore, GWP staff believes the staff qualifications for Tait & Associates, Inc. are superior compared to Cannon. Therefore, after a thorough review of the proposals, GWP staff recommends Tait & Associates, Inc. to provide design services for this project.

For these reasons, GWP staff respectfully recommends that the City Council authorize the City Manager, or his designee, to execute a Professional Services Agreement with Tait & Associates, Inc. for design services for the Slope and Site Repairs at Various Water Facilities for the amount of \$147,784 and approving a ten percent (10%) reserve for contingencies in the amount of \$14,778.40.

FISCAL IMPACT

The contract amount is \$147,784.00 with a ten percent (10%) reserve for contingencies in the amount of \$14,778.40. Funds for the Fiscal Year 2015-16 expenditures are budgeted under Account No. 43110-573-951-14735 and Account No. 43110-573-951-30052 for the design services costs and contingencies as follows:

Design Cost:

Account No. 43110-573-951-14735	\$49,261.34
Account No. 43110-573-951-30052	<u>\$98,522.66</u>
Total	\$147,784.00

Contingency:

Account No. 43110-573-951-14735	\$4,926.14
Account No. 43110-573-951-30052	<u>\$9,852.26</u>
Total	\$14,778.40

ALTERNATIVES

- Alternative 1: Approve the attached Motion. This will authorize the City Manager, or his designee, to execute a Professional Services Agreement with Tait & Associates, Inc. for design services for the Slope and Site Repairs at Various Water Facilities.
- Alternative 2: Do not approve the attached Motion. The design of the slope and site repairs at various water facilities will not be done at this time. The slope and site damages will continue to deteriorate until a more costly repair is required.
- Alternative 3: New Alternative. The City Council may consider any other alternative not proposed by staff.

CAMPAIGN DISCLOSURE

In accordance with the City Campaign Finance Ordinance No. 5744, the following are the names and business addresses of the members of the board of directors, the chairperson, CEO, COO, CFO, Subcontractors and any person or entity with more than ten percent (10%) interest in the company proposed for contract in this agenda item report:

Officers of Tait & Associates, Inc.:

Full Name	Title	Business Address	City	State	Zip
Richard Tait	Chairperson/President	701 Park Center Drive	Santa Ana	CA	92705
Thomas F. Tait	CEO	701 Park Center Drive	Santa Ana	CA	92705
Jacob Vandervis	Chief Operating Officer	701 Park Center Drive	Santa Ana	CA	92705
James D. Streitz	Chief Financial Officer	701 Park Center Drive	Santa Ana	CA	92705
	Board of Directors				

Subcontractors of Ninyo & Moore:

Full Name	Title	Business Address	City	State	Zip
	Chairperson				
Avram Ninyo	CE/President	5710 Ruffin Road	San Diego	CA	92123
	Chief Operating Officer				
	Chief Financial Officer				
Carol Price Jalal Vakili Scott Kurtz	Board of Directors	475 Goddard, Ste. 200	Irvine	CA	92618
Bruce Bowman	Board of Directors	6700 Paradise Blvd, Ste. E.	Las Vegas	NV	89119
Mark Reeser	Board of Directors	5710 Ruffin Road	San Diego	CA	92123
Steve Nowaczyk	Board of Directors	3202 E. Harbour Dr.	Phoenix	AZ	85034

Subcontractors of Li & Associates, Inc.:

Full Name	Title	Business Address	City	State	Zip
	Chairperson				
Joe Li	CEO/President	77 Rolling Oaks Dr., #301	Thousand Oaks	CA	91361
	Chief Operating Officer				
	Chief Financial Officer				
	Board of Directors				

Ownership Interest in more than ten percent (10%) N/A:

Full Name	Title	Business Address	City	State	Zip

EXHIBIT(S)

Exhibit 1: Project Location Map

MOTION

Moved by Council Member _____,
seconded by Council Member _____, that the Council
hereby authorizes the City Manager or his designee to execute a Professional Services
Agreement with Tait & Associates, Inc. for design services for the Slope and Site Repairs at
Various Reservoir Sites in the amount of \$147,784. The Council further approves a contingency
of ten percent (10%) in the amount of \$14,778.40. The Agreement shall be subject to approval
as to form by the City Attorney.

Vote as follows:


Ayes:

Noes:

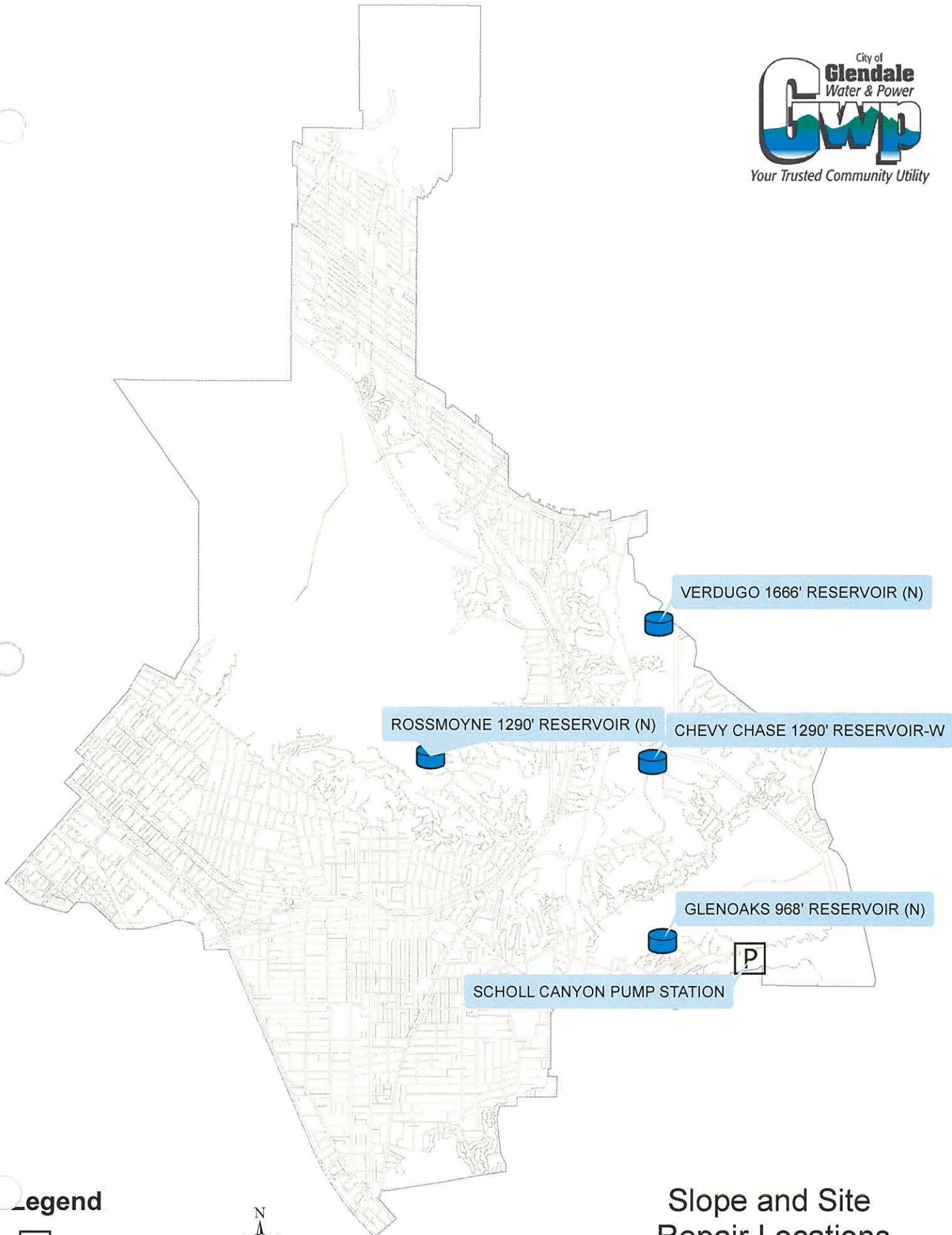
Absent:

Abstain:

APPROVED AS TO FORM



CITY ATTORNEY
DATE 2/19/16



Legend

- P Pump Station
- Reservoir



**Slope and Site
 Repair Locations**

