



Office of the City Manager

CONSENT CALENDAR

June 27, 2023

To: Honorable Mayor and Members of the City Council

From: Dee Williams-Ridley, City Manager

Submitted by: Liam Garland, Director, Department of Public Works

Subject: Contracts: On-Call Survey Services

RECOMMENDATION

Adopt three Resolutions authorizing the City Manager to execute the following contracts and any amendments for on-call survey services for capital improvement projects and the Engineering Division, each for a period of July 1, 2023 through June 30, 2026:

1. Cunha Surveying, Inc. (Cunha) in an amount not to exceed \$400,000;
2. Kister, Savio & Rei, Inc. (KSR) in an amount not to exceed \$400,000;
3. MNS Engineers, Inc. (MNS) in an amount not to exceed \$400,000.

FISCAL IMPACTS OF RECOMMENDATION

Initial funding for each consultant contract is available in Fiscal Year (FY) 2024 in the Capital Improvement Fund (501), the Clean Stormwater Fund (616) and the Sanitary Sewer Fund (611). Additional funding for these on-call contracts is subject to appropriation in FY 2024 through FY 2026 based on the department's needs for on-call survey services. Funding for these on-call consultant's services is project based and will be budgeted within the capital program of the Fiscal Year.

CURRENT SITUATION AND ITS EFFECTS

In order to continue with the design and construction of current and future capital improvement programs, including work associated with Measure T1 and the Sanitary Sewer Consent Decree, the City's survey resources must be supplemented by outside survey consultants. The City established three on-call survey services contracts in 2018 which will expire in June 30, 2023. There is a continuing need for topographic information, construction staking, and survey monument preservation associated with capital improvement projects. The preservation of survey monuments required by State law has and continues to consume the greater part of in-house survey staff resources. If the survey function is not supplemented with outside survey consultants, design and construction of capital improvement projects will be impacted. Survey consultants also provide supplemental services associated with a licensed surveyor review and approval of subdivision application maps for private development projects. City staff does not have the capacity to perform this important work on a timely basis.

BACKGROUND

City survey staff resources are largely occupied by survey monument preservation tasks. As a result, City survey resources require supplementation with outside survey consultants so that planned capital improvement work (e.g., topographic surveys, control surveys, construction staking) is not impacted and delayed. The City initiated use of outside survey consultants in 2002, and entered into contracts with three consultants in 2018 enabling capital program work and development review to continue moving forward. These contracts will expire June 30, 2023.

On February 16, 2023, the City issued a request for qualifications for On-Call Survey Services, Specification No. 23-11574-C. Nine firms submitted a Statement of Qualifications (SOQ). A panel of City staff reviewed the SOQs and selected Cunha Surveying Inc. of Pinole; Kister, Savio & Rei, Inc. of Pinole; and MNS Engineers, Inc. of San Jose as the best qualified firms to meet the City's needs.

On-call surveying services support the Strategic Plan goals of providing state-of-the-art, well-maintained infrastructure, amenities.

ENVIRONMENTAL SUSTAINABILITY

Work performed under these contracts will support various capital improvement programs, including green infrastructure improvements that protect water quality, and sanitary sewer system improvements that also protect water quality and minimize impacts of untreated sewer discharge into the San Francisco Bay.

RATIONALE FOR RECOMMENDATION

Securing new on-call contracts is critical to enable Public Works to provide timely survey services to various capital programs and other departments as the need arises.

ALTERNATIVE ACTIONS CONSIDERED

No alternative action was considered. The City does not have the personnel necessary to provide the amount of survey services needed in a timely manner without causing delays to capital improvement programs.

CONTACT PERSON

Ron Nevels, Interim Manager of Engineering, Department of Public Works, 981-6439
Srinivas Muktevi, Supervising Civil Engineer, Department of Public Works, 981-6402

Attachments:

- 1: Resolution – Cunha Surveying Inc.
- 2: Resolution – Kister, Savio & Rei, Inc.
- 3: Resolution – MNS Engineers, Inc.

RESOLUTION NO. ##,###-N.S.

CONTRACT: CUNHA SURVEYING INC. FOR ON-CALL SURVEY SERVICES

WHEREAS, the City desires to retain on-call survey services for various Public Works projects and requests from other departments; and

WHEREAS, the necessary survey services cannot be performed by City staff due to the volume of survey information required within the needed time frame; and

WHEREAS, the desired on-call survey services will be available on an as-needed basis over a three years period for an amount not to exceed \$400,000; and

WHEREAS, a request for qualifications, Specification No. 23-11574-C, was released in February 16, 2023, with Nine firms responding; and Cunha Surveying Inc. was selected as one of the firms best meeting the City's survey needs; and

WHEREAS, initial funding for each consultant contract is available in Fiscal Year (FY) 2024 in the Capital Improvement Fund (501), the Clean Stormwater Fund (616), and the Sanitary Sewer Fund (611). Additional funding for these on-call contracts is subject to appropriation in FY 2024 through FY 2026 based on the department's needs for on-call survey services.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the City Manager is authorized to execute contracts and any amendments, extension or change orders, with Cunha Surveying Inc. to provide on-call survey services for various City departments and various projects for a term of three years for an amount not to exceed \$400,000. A record signature copy of said agreements and any amendments to be on file in the Office of the City Clerk.

RESOLUTION NO. ##,###-N.S.

CONTRACT: KISTER, SAVIO & REI, INC. FOR ON-CALL SURVEY SERVICES

WHEREAS, the City desires to retain on-call survey services for various Public Works projects and requests from other departments; and

WHEREAS, the necessary survey services cannot be performed by City staff due to the volume of survey information required within the needed time frame; and

WHEREAS, the desired on-call survey services will be available on an as-needed basis over a three years period for an amount not to exceed \$400,000; and

WHEREAS, a request for qualifications, Specification No. 23-11574-C, was released in February 16, 2023 with nine firms responding; and Kister, Savio & Rei, Inc. was selected as one of the firms best meeting the City's survey needs; and

WHEREAS, initial funding for each consultant contract is available in Fiscal Year (FY) 2024 in the Capital Improvement Fund (501), the Clean Stormwater Fund (616) and the Sanitary Sewer Fund (611). Additional funding for these on-call contracts is subject to appropriation in FY 2024 through FY 2026 based on the department's needs for on-call survey services.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the City Manager is authorized to execute contracts and any amendments, extension or change orders, with Kister, Savio & Rei, Inc. to provide on-call survey services for various City departments and various projects for a term of three years for an amount not to exceed \$400,000. A record signature copy of said agreements and any amendments to be on file in the Office of the City Clerk.

RESOLUTION NO. ##,###-N.S.

CONTRACT: MNS ENGINEERS, INC. FOR ON-CALL SURVEY SERVICES

WHEREAS, the City desires to retain on-call survey services for various Public Works projects and requests from other departments; and

WHEREAS, the necessary survey services cannot be performed by City staff due to the volume of survey information required within the needed time frame; and

WHEREAS, the desired on-call survey services will be available on an as-needed basis over a three years period for an amount not to exceed \$400,000; and

WHEREAS, a request for qualifications, Specification No. 23-11574-C, was released in February 16, 2023, with five firms responding; and MNS Engineers, Inc. was selected as one of the firms best meeting the City's survey needs; and

WHEREAS, initial funding for each consultant contract is available in Fiscal Year (FY) 2024 in the Capital Improvement Fund (501), the Clean Stormwater Fund (616), and the Sanitary Sewer Fund (611). Additional funding for these on-call contracts is subject to appropriation in FY 2024 through FY 2026 based on the department's needs for on-call survey services.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the City Manager is authorized to execute contracts and any amendments, extension or change orders, with MNS Engineers, Inc. to provide on-call survey services for various City departments and various projects for a term of three years for an amount not to exceed \$400,000. A record signature copy of said agreements and any amendments to be on file in the Office of the City Clerk.

