

CITY OF SANTA ROSA
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL
SUBJECT: FISCAL YEAR 2013-14 PROJECT WORK ORDER
AUTHORIZATION UNDER MASTER AGREEMENTS FOR
PROFESSIONAL SERVICES TO ENGINEERING
STAFF PRESENTER: COLLEEN FERGUSON, DEPUTY DIRECTOR – CAPITAL
PROJECTS ENGINEERING
AGENDA ACTION: RESOLUTION

ISSUE(S)

Should the City Council, by resolution, authorize staff to execute Project Work Orders under Master Professional Services Agreements executed in 2011, 2012 and 2013 with a cumulative not to exceed sum of \$7 million for Fiscal Year 2013-14?

BACKGROUND

On November 1, 2011, by Resolution No. 28002, Council approved Master Professional Services Agreements with selected consultants to provide services to Engineering and authorized the City Manager or designee to execute the agreements and authorized staff to execute Project Work Orders with a cumulative not to exceed sum of \$4 million.

On May 1, 2012, by Resolution No. 28091, Council authorized the issuance of Project Work Orders with GHD Inc., and directed staff to include Project Work Orders issued to GHD Inc., in the cumulative not to exceed sum of \$4 million authorized in Resolution No. 28002.

On June 13, 2012, by Resolution No. 28129, Council authorized staff to execute Project Work Orders under Master Professional Services Agreements executed in 2011 and 2012 with a cumulative not to exceed sum of \$6 million for Fiscal Year 2012-13.

On April 30, 2013, by Resolution No. 28271, Council approved additional Master Professional Services Agreements with selected consultants to provide services to Engineering; and directed staff to include project work orders issued when combined with Project Work Orders under MPSAs executed in 2011 and 2012, will not exceed the cumulative sum of \$6 million for all MPSAs as authorized by Resolution No. 28129.

As directed by Council in Resolution No. 28091, staff has reviewed the annual cumulative not to exceed sum for Project Work Orders as part of the Capital Improvement Program (CIP) budget for Fiscal Year 2013-14.

ANALYSIS

1. The CIP budget for Fiscal Year 2012-2013 was approximately \$32 million.
2. The proposed CIP budget for Fiscal Year 2013-14 is approximately \$49 million. Approximately 70% of this project work load is for sewer and water projects which significantly utilize consultants due to the specialized nature of work.
3. Staff has reviewed the total fiscal year amount for executed project work orders and recommends a cumulative not to exceed sum of \$7 million for Project Work Orders under the 2011, 2012, and 2013 Master Professional Services Agreements for Fiscal Year 2013-14. The request for authorization of a cumulative total not to exceed sum of \$7 million is necessary to ensure an efficient utilization of staff and consultant resources for timely delivery of capital projects.

RECOMMENDATION

It is recommended by the Transportation and Public Works Department that the Council, by resolution, authorize staff to execute Project Work Orders under Master Professional Services Agreements executed in 2011, 2012 and 2013 with a cumulative not to exceed sum of \$7 million for Fiscal Year 2013-14, subject to Council approval of the Proposed Fiscal Year 2013-14 Capital Improvement Program budget.

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Attachments: None