



# City Council Memorandum

City of Arts & Innovation

TO: HONORABLE MAYOR AND CITY COUNCIL DATE: APRIL 9, 2019

FROM: GENERAL SERVICES DEPARTMENT WARD: 1

SUBJECT: MEASURE Z – PROFESSIONAL CONSULTANT SERVICES AGREEMENT WITH GEOTEK, INC. FROM RFP NO. 1881 FOR DEPUTY INSPECTION, MATERIALS TESTING AND REPORTING SERVICES FOR THE NEW MAIN LIBRARY PROJECT LOCATED AT 3911 UNIVERSITY AVENUE THROUGH DECEMBER 31, 2020 IN THE AMOUNT OF \$195,933 PLUS A 15% CONTINGENCY OF \$29,390 FOR A TOTAL NOT TO EXCEED AMOUNT OF \$225,323.

**ISSUES:**

Approve a Professional Consultant Services Agreement with GeoTek Inc. from Corona, California, from Request for Proposals (RFP) No. 1881 for Deputy Inspection, Soils and Material Testing and Reporting Services through December 31, 2020 in the amount of \$195,933, plus a 15% project contingency of \$29,390 for a total not to exceed contract of \$225,323 for the New Main Library located at 3911 University Avenue.

**RECOMMENDATIONS:**

That the City Council:

1. Approve the Professional Consultant Services Agreement with GeoTek Inc. of Corona, California for deputy inspection, soils and materials testing and reporting services for the New Main Library located at 3911 University Avenue through December 31, 2020 in the amount of \$195,933, plus a 15% contingency of \$29,390 for unforeseen site conditions, owner requested changes and design enhancements, for a total not to exceed amount of \$225,323; and
2. Authorize the City Manager, or his designee, to execute the Professional Consultant Services Agreement with GeoTek Inc., including making minor, non-substantive changes, and sign all documents necessary to complete the New Main Library project.

**BACKGROUND:**

On February 5, 2019, the City Council awarded a Construction Agreement to Icon West Inc. of Los Angeles for \$34,266,308 to construct the new Main Library located at 3911 University Avenue. The Council also adopted a reimbursement resolution establishing the overall project budget at \$44,000,000. Construction of the new Main Library will break ground in late Spring 2019. As part of the construction requirements for the new Main Library, it is necessary to hire

an independent company to provide professional services to include deputy inspection, soils and materials testing and reporting services.

On November 20, 2018, a Request for Proposals (RFP) No. 1881 was issued seeking responses from qualified firms to perform the professional services outlined above. The responses were due on December 27, 2018 with the following eighteen firms responding:

1. American Engineering Laboratories, La Habra, California;
2. California Testing & Inspections, Paramount, California;
3. Caltech Labs Inc., Brea, California;
4. Converse Consultants, Redlands, California;
5. CTE South Inc., Riverside, California;
6. GeoCon West Inc., Murrieta, California;
7. GeoTek Inc., Corona, California;
8. Inland Foundation Engineering Inc., San Jacinto, California;
9. Koury Engineering & Testing Inc., Chino, California;
10. MTGL, Riverside, California;
11. NV5, Corona, California;
12. RMA Group, Rancho Cucamonga, California;
13. SCST, Riverside, California;
14. Smith-Emery Laboratories, Los Angeles, California;
15. TerraCon Consultants Inc., Colton, California;
16. United-Heider Inspection Group, Moreno Valley, California;
17. Willdan Engineering, Anaheim, California; and
18. Z & K Consultants, Corona, California.

## **DISCUSSION:**

In December 2018, an RFP Reviewing Committee (Committee) was formed to evaluate and score the submittals based on the evaluation criteria set forth in the RFP. The Committee included one staff from the Library Department and two staff from the General Services Department familiar with deputy inspection and material testing services required for this type and size of project.

In January 2019, the Committee completed the review of the RFP submittals and discussed the scores. After agreeing to the final scores, the Committee determined GeoTek Inc. to be the most qualified firm to perform the professional services for the New Main Library. The results and determination were forwarded to the Purchasing Division for their approval. In February 2019, the Purchasing Division agreed GeoTek Inc. was the most qualified firm and recommended to approve the Professional Consultant Services Agreement to GeoTek Inc.

The Construction Notice to Proceed was issued in March 2019 to Icon West Inc. to construct the new Main Library. Completion of the new Main Library will take 480 calendar days (16 months) and is scheduled to be completed by July 2020. GeoTek Inc. will provide deputy inspection, soils and materials testing, and reporting for the project.

The Purchasing Manager concurs that the recommendations are in compliance with Purchasing Resolution No. 23256.

**FISCAL IMPACT:**

The fiscal impact of this action is \$195,133, plus a 15% contingency in the amount of \$29,390, for a not to exceed contract amount of \$225,323. Funds are available in the Measure Z Downtown Library Account 999059-462050.

Prepared by: Carl Carey, General Services Director  
Certified as to  
availability of funds: Edward Enriquez, Chief Financial Officer/Treasurer  
Approved by: Moises Lopez, Deputy City Manager  
Approved as to form: Gary G. Geuss, City Attorney

Attachments:

1. Professional Consultant Services Agreement
2. Finance/Purchasing Division RFP Recommendation