



City of Arts & Innovation

City Council Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL DATE: MARCH 3, 2020

FROM: GENERAL SERVICES DEPARTMENT WARD: 3

SUBJECT: FIRST AMENDMENT TO MASTER PROFESSIONAL CONSULTANT SERVICES AGREEMENT WITH MEAD & HUNT, INC. INCREASING TOTAL COMPENSATION FROM \$250,000 TO \$500,000

ISSUES:

Approve the First Amendment to Master Professional Consultant Services Agreement with Mead & Hunt, Inc. increasing total compensation from \$250,000 to \$500,000.

RECOMMENDATION:

That the City Council:

1. Approve the First Amendment to the Master Professional Consultant Services Agreement with Mead & Hunt, Inc., increasing total compensation from \$250,000 to \$500,000; and
2. Authorize the City Manager, or his designee, to execute the First Amendment to the Master Professional Consultant Services Agreement, including making minor and non-substantive changes.

BACKGROUND:

On October 21, 2016, the Riverside Municipal Airport (Airport) issued Request for Proposals No. 1650 for a consultant to provide on-call design and construction management services for projects to improve and maintain the Airport to Federal Aviation Administration (FAA) design standards.

On February 13, 2017, the City Council approved a five-year Master Professional Consultant Services Agreement for Mead & Hunt, Inc. through February 2022 to provide on-call design and construction management services at Riverside Municipal Airport. The Agreement includes a total compensation amount of \$250,000 over the term of the Agreement.

Projects completed under the Agreement through December 2019 include the following:

Feb 2017	Design and Construction Management Runway 9/27 and Apron Rehabilitation Project	\$82,464
Nov 2017	Environmental Study and Pavement Condition Index Study (PCI) for Taxiway J	\$25,101

July 2018	Disadvantage Business Enterprise Program (DBE)	\$11,504
Nov 2018	Pavement Condition Index Study (PCI) for Taxiway A	\$17,857
May 2019	Master Plan Amendment (Land Use Agreement)	\$64,502
July 2019	Port-a-Port Pavement Project (Design Phase)	\$48,403
Total Services from Mead and Hunt		\$249,831

DISCUSSION:

Staff meets with the FAA annually to review and discuss the five-year Airport Capital Improvement Plan (ACIP) proposal for the Airport. The five-year Master Professional Consultant Services Agreement for Mead & Hunt, Inc. in the amount of \$250,000 was developed based on the 2017 ACIP plan proposed in December 2016.

Due to changes in annual federal funding, the FAA required the Airport to modify planned projects identified in the 2017 ACIP, adding projects that require consultant services. The anticipated increase in services expected to be received from Mead & Hunt, Inc. over the remaining term of the Agreement is estimated at \$223,000. Projects anticipated to be completed through the remaining term of the Agreement include:

Federal FY 2020	Runway & Taxiway Lighting System Emergency Generator	\$45,000
Federal FY 2020	Relocate RY34 Windsock	\$3,000
Federal FY 2021	TWY A Rehabilitation Design	\$100,000
Federal FY 2022	TWY A Rehabilitation Construction	\$75,000
Total Estimated Services		\$223,000

Consultant expenditures for projects eligible for federal grants are reimbursed at a rate of 90% of the project costs by the FAA and 5% of the Federal project contribution by the State of California, Department of Transportation grants. Anticipated reimbursement for current projects is estimated at \$210,735.

Purchasing Resolution No.23256, Section 702 (g) states "When services can be procured from a contractor who offers the same or better price, terms and conditions as the contractor previously offered as the lowest responsive bidder under competitive procurement or negotiations conducted by the City or another public agency, provided that, in the opinion of the Manager, it is in the best interests of the City to do so."

The Purchasing Manager concurs that this Purchase is in compliance with Purchasing Resolution 23256, Section 702 (g).

FISCAL IMPACT:

The cost of this action is up to \$250,000 dependent on Federal grant award(s), with a potential City match requirement of \$27,500 in future fiscal years. Sufficient funds are available in the Airport Fund (530) and will be appropriated as part of the Fiscal Year 2020-2022 Two Year Budget.

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

Attachment: First Amendment