



**CITY COUNCIL AGENDA REPORT**  
**MEETING DATE:** 10/6/2020  
**DEPARTMENT:** Public Works

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**SUBJECT:**

AWARD CONTRACT FOR PAVEMENT MANAGEMENT PLAN SERVICES

**RECOMMENDED ACTION(S):**

1. Award a contract in the amount of \$150,000 to IMS Infrastructure Management Services, LLC for Pavement Management Plan Services.
  2. Authorize the Mayor to sign, and the City Clerk to attest to, the agreements, substantially in the form attached.
  3. Authorize the City Manager to approve change orders up to ten percent of the contract amount.
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**EXECUTIVE SUMMARY:**

The Public Works Department utilizes consultant services to update and maintain the City's Pavement Management Plan ("PMP"). This PMP update maintains the City's Measure M2 fund eligibility and provides recommendations to improve the overall condition of City streets.

After reviewing proposals and interviewing firms, staff recommends awarding a contract to IMS Infrastructure Management Services, LLC ("IMS") with a not-to-exceed amount of \$150,000 for Pavement Management Plan Services. Funds to pay for the first years' services are included in the City's FY 2020-21 Operating Budget. Future funds would be budgeted in the corresponding years' Operating Budgets.

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**BACKGROUND:**

The City's public street network consists of approximately 167 centerline miles of paved roads, which includes 38 miles of the Master Plan of Arterial Highways ("MPAH") streets and 129 miles of local streets, representing a total replacement cost of \$334 million. The City uses a computerized PMP since 1991 to inventory the City's street system and recommend rehabilitation strategies to improve the overall condition of the City's streets. The PMP provides cost scenarios to

maximize the pavement condition given various budget levels. The Orange County Transportation Authority (“OCTA”), requires Orange County cities to comply with the OCTA Pavement Management Plan Guidelines Manual to maintain eligibility to receive Measure M2 funding. The guidelines require cities to update their PMP every two-years.

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## **DISCUSSION:**

The City completed the most recent comprehensive update of the PMP in May 2019, indicating that the next complete update should be finished by May 2021. The existing contract for PMP services expired and, in accordance with the City’s Purchasing Guidelines (“Guidelines”), staff initiated a Request for Proposal (“RFP”) for new consulting services. The consultant would inspect and assess the pavement condition of the City’s public street network, update the City’s PMP database, and recommend rehabilitation strategies to improve pavement conditions.

City Manager approved the RFP, authorizing staff to receive proposals for PMP services. Subsequently, staff issued the RFP utilizing the City’s electronic procurement system, PlanetBids. On June 19, 2020, the City received four (4) proposals from the following firms:

- Fugro USA Land, Inc.;
- GMU Geotechnical, Inc.;
- IMS Infrastructure Management Services, LLC; and
- Nichols Consulting Engineers (NCE).

A City Manager-approved selection panel consisting of staff from the Public Works and Community Development Departments reviewed the proposals:

- Principal Civil Engineer
- Senior Planner
- Director of Public Works

Consistent with the Guidelines, the selection committee reviewed the technical proposals based on the criteria described in the RFP. All four firms met the criteria and were invited for an interview. The selection committee interviewed each firm; However, prior to finalizing the scoring NCE withdrew its proposal. The following is a summary of the committee’s scores excluding NCE.

Firm	Technical Review			Technical Review Subtotal	Qualifications Interview			Interview Subtotal	Pricing Points x 3	Total
	Rater:				Rater:					
	1	2	3		1	2	3			
Fugro	47	44	45	136	104	93	96	293	87	516
GMU	45	44	39	128	72	74	84	230	108	466
IMS	45	42	43	130	97	86	93	276	120	526

The selection committee rated IMS the highest based on its cost proposal, qualifications, well-prepared presentation, excellent examples of similar engagements, and thorough responses to the interview questions. The City utilized the base bid for the purposes of comparing and selecting the most qualified firm. The consultant selection process included the provision for a “best and final” pricing; all firms took this opportunity based on additional information provided during the interview process. The following is a summary of the “best and final” cost proposals.

Firm	Base Bid Proposal Amount	Pricing Points	Total Points
Furgo	\$92,070.00	87	516
GMU	\$74,449.00	108	466
IMS	\$66,299.00	120	526

In addition, the City requested each firm include deflection testing as an optional service that may add value to the project at the discretion of the City. IMS listed deflection testing and several other optional services in their best and final cost proposal. The City negotiated with IMS to add a contingency line item of \$8,701 for optional services to their base bid amount. Therefore, the total contract amount is \$75,000 per year. Staff contacted references for IMS and all references provided positive and constructive responses relative to the services provided by IMS (Attachments 1).

After 2021 PMP update, another will be required in 2023. The proposed agreement with IMS is the City’s standard three-year contract with two optional one-year extensions and includes services and costs associated with the actions necessary for both required PMP updates during the contract term. Staff would propose the required budget for the future PMP updates in the corresponding Operating Budgets. Pursuant to the Guidelines, the Finance Department prepared the Agreement with IMS and the City Attorney’s Office approved it as to form (Attachment 2). The proposed contract has a term of October 6, 2020 through October 5, 2023 and an associated contract authority of \$150,000 for the two PMP updates. The cost proposal of \$75,000 for each PMP update will

remain the same for the initial three-year term. If the City chooses to extend the term of the contract, the Consultants will have the opportunity to submit a revised cost proposal for approval by City Council.

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### **FISCAL IMPACT:**

The total not-to-exceed compensation amount for the proposed Agreement with IMS is \$150,000 over a three-year term. The services for this project are budgeted in the FY 2020-21 Operating Budget. Future PMP Services identified in this multi-year contract would be budgeted in future Operating Budgets.

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### **ATTACHMENTS:**

1. References
2. Agreement with IMS

Initiated By: Taylor Abernathy, Principal Civil Engineer

Submitted By: Thomas Wheeler, P.E., Director of Public Works/City Engineer

Approved By: Debra Rose, City Manager