



# City of Emeryville

CALIFORNIA

## MEMORANDUM

**DATE:** June 5, 2018

**TO:** Carolyn Lehr, City Manager

**FROM:** Andrew Clough, Acting Public Works Director

**SUBJECT:** Resolution Of The City Council Of The City Of Emeryville Authorizing The City Manager To Enter Into A Professional Services Agreement With Coastland Civil Engineering, Inc. In An Amount Not To Exceed \$245,548 For City Engineering Services, Capital Projects Delivery, And Construction Inspection.

### RECOMMENDATION

Staff recommends that the City Council adopt the above referenced resolution.

### BACKGROUND

Timely capital project delivery is a priority for Public Works and the City of Emeryville. As part of the review of the capital project delivery system, it became evident that the traditional – though necessary – duties of the City Engineer were less than a full-time position, and what was needed instead was a combination of City engineering services and capital projects delivery assistance.

To accomplish this, the department engaged Coastland Civil Engineering using an informal contract to provide the combination of services that were needed to accomplish the balanced load. Coastland's capabilities were already well-known to the City, as they had assisted the City in updating standard project details and worked alongside City staff on the Sewer Program Consent Decree.

The employment of Coastland in the two roles of City Engineering services and capital projects delivery assistance has been a successful undertaking. The City has used Coastland's services to assist the City with a variety of capital work – especially the very complex Sherwin Williams redevelopment project – as well as performing basic City Engineering services. Additionally, Coastland has provided construction inspection services for the Christie Park project currently under construction. Coastland is efficiently meeting the City's needs from an engineering and inspection standpoint.

Continuing services are needed for engineering, capital work, and construction inspection. The item before Council is a comprehensive contract for Coastland which will provide for services through June of 2019.

## **DISCUSSION**

Under this agreement, Coastland Civil Engineering will provide:

1. Ongoing City Engineering support, including one-day a week at City offices or as needed.
2. Construction inspection and observation services for the Christie Park project to supplement the city inspector due to his current heavy workload. We anticipate this will run through August 2018. The construction inspector that will be assigned to the project is experienced in public park construction work. Provide construction inspection for other City projects, such as this summer's pavement resurfacing work.
3. On-call services for additional development project reviews and continued staff support for the Sherwin-Williams site development.
4. Project management services for additional projects, such as the annual pavement rehabilitation program, including review and approval of plans, specifications, estimates and bid documents.

## **FISCAL IMPACT**

The Coastland Agreement is written to not to exceed \$245,548. This work is proposed to be funded from the Design/Professional Services Component of the Capital Improvement Plan Project Budget. Some of the development review services will be cost recoverable.

## **STAFF COMMUNICATION WITH THE PUBLIC**

None

## **CONFLICT OF INTEREST**

None

## **CONCLUSION**

Entering into a contract for engineering and construction services will improve the delivery of capital projects.

**PREPARED BY:** Andrew Clough, Acting Public Works Director

**APPROVED AND FORWARDED TO THE  
CITY COUNCIL OF THE CITY OF EMERYVILLE:**



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Carolyn Lehr, City Manager

**ATTACHMENTS**

1. Resolution
2. Professional Services Agreement
3. Scope of Work