



City Council Staff Report

Subject: On-Call Inspection Services Contracts

Date: September 26, 2023

Submitted By: Justin Nartker, Director of Public Services
Rick Lawrence, Public Services Manager

Department: Public Services

Recommendation:

- A. Adopt a Resolution of the City Council of the City of Rocklin Awarding the Contract for On-Call Inspection Services and Authorizing the City Manager to Execute an Agreement with Mark Thomas & Company, Inc.
- B. Adopt a Resolution of the City Council of the City of Rocklin Awarding the Contract for On-Call Inspection Services and Authorizing the City Manager to Execute an Agreement with UNICO Engineering Inc.
- C. Adopt a Resolution of the City Council of the City of Rocklin Awarding the Contract for On-Call Inspection Services and Authorizing the City Manager to Execute an Agreement with Ghirardelli Associates, Inc.
- D. Adopt a Resolution of the City Council of the City of Rocklin Awarding the Contract for On-Call Inspection Services and Authorizing the City Manager to execute and Agreement with Blackburn Consulting.

Background:

In October 2020, the City Council approved multiple contracts for On-Call Inspection Services. These contracts provided additional support to staff by filling the voids due to fluctuations of private development activity, increasing roadway projects, as well as the specialty nature of the construction inspection industry. The current contracts expired in July 2023; however, the need for these services remains. Staff issued a Request for Proposal (RFP) for On-Call Construction Inspection Services to provide additional assistance to staff when necessary.

Staff recommends that the city enter into agreements with multiple Contractors that specialize in construction services for roadway and related construction that will provide inspection and construction management services on an on-call/project basis. City staff will continue to provide general construction oversight services and may elect to contract with a Contractor(s) to provide identified construction related services, ensuring compliance with all applicable laws, codes, and City Standards.

A Request for Proposal was advertised on June 29, 2023, and July 6, 2023, with the submittal

date of July 26, 2023. Nine (9) proposals were received from the following contractors:

- Mark Thomas & Company, Inc. (Sacramento, CA)
- UNICO Engineering (Folsom, CA)
- Ghirardelli Associates, Inc. (Folsom, CA)
- Blackburn Consulting (Auburn, CA)
- Coastland Civil Engineering, LLP (Auburn, CA)
- Alpha CM, Inc. (Folsom, CA)
- JLR Environmental Consultants (Sacramento, CA)
- Psomas (Roseville, CA)
- Kitchell CEM, Inc. (Sacramento, CA)

The Statement of Qualifications for each consultant was evaluated by City Staff with a maximum of 100 points using the following criteria:

Criteria	Points
Experience and qualifications	50
Understanding of Services Proposed	25
Familiarity with City, State and Federal Procedures	25

Staff recommends Contracts for Service be authorized with the top four (4) contractors (Mark Thomas & Company, Inc., UNICO Engineering Inc., Ghirardelli Associates, Inc., Blackburn Consulting) on a time and material basis. Additionally, staff recommends authorizing the City Manager the authority to extend the contract for two additional one-year terms, with a maximum not-to-exceed amount of \$600,000 for the entire contract term. The initial year is from – from October 1, 2023, to September 30, 2024. The actual renewal agreement amount may vary, contingent upon the projected workload and available budget.

Entering into contracts with multiple firms will provide staff with flexibility and the ability to respond quickly to the City's needs. Services will be issued on a task order basis, based on scope of services and estimated fees for specific services.

Human Resources Division staff has met and conferred with the Public Service Employees Bargaining Unit represented by AFSCME regarding the proposed use of on-call staff in accordance with the City of Rocklin Employee-Employer Resolution.

Fiscal Impact:

There is no additional fiscal impact for the initial year of the contract as the cost of supplies and services is included in the individual department's budget and will be charged accordingly at the time of use. The future year's cost will be subject to budget availability.

ATTACHMENTS:

1. [Resolution A - Mark Thomas & Company, Inc.](#)
2. [Resolution B - UNICO Engineering Inc.](#)
3. [Resolution C - Ghirardelli Associates, Inc](#)
4. [Resolution D - Blackburn Consulting](#)