

Meeting Date: 8/11/2015

Report Type: Consent

Report ID: 2015-00691

Title: Authorization to use RFQ Process to Establish an On Call List for General Contracting and Professional Services (Two-Thirds Vote Required)

Location: Citywide

Recommendation: Pass a Resolution suspending competitive bidding in the best interests of the City to authorize the use of a competitive Request For Qualifications (RFQ) process to solicit firms to provide On Call General Contracting and Professional Services for City parks and facilities.

Contact: Gary Hyden, Supervising Landscape Architect, (916) 808-1949, Department of Parks and Recreation

Presenter: None

Department: Parks & Recreation Department

Division: Park Development Services

Dept ID:

Attachments:

1-Description/Analysis

2-Resolution

City Attorney Review

Approved as to Form

Gerald Hicks

7/24/2015 3:11:46 PM

Approvals/Acknowledgements

Department Director or Designee: Jim Combs - 7/23/2015 11:04:11 AM

Description/Analysis

Issue Detail: Staff recommends the use of a Request for Qualifications (RFQ) process to establish a pool of qualified candidates to participate in an “On Call List” to assist City staff with future park projects. The RFQ process may result in one or more firms being recommended for City park projects.

Policy Considerations: The recommendations in this report are in accordance with the provisions of City Code Section 3.56.230(C), which states that the restrictions and provisions of City Code requiring the award of contracts by competitive bidding shall not apply when, upon two-thirds vote of the City Council, it is determined that it is in the best interests of the City to suspend competitive bidding for any contract.

Economic Impacts: None

Environmental Considerations: The recommendations in this report involve the administrative activity of contracting for professional services and are exempt from CEQA review pursuant to CEQA Guidelines Section 15061(b)(3) because it can be seen with certainty that there is no possibility that the activity may have a significant effect on the environment.

Sustainability: Not applicable

Commission/Committee Action: None

Rationale for Recommendation: In the City’s approved Fiscal Year 2015/16 Capital Improvement Program budget, the City Council allocated \$5.2 million dollars of funding for park repair and renovation projects. This work is the responsibility of the City’s Department of Parks and Recreation (DPR) to accomplish. This park repair and renovation work is in addition to the existing substantial park development program which is also DPR’s responsibility. In order to meet the project delivery dates associated with this significant work load, DPR needs to develop an On Call List for Professional Consultant Services as well as an On Call List for General Contractor Services. The reasons are as follows:

- DPR does not currently have adequate staffing levels to be able to deliver all the necessary services required for the projects in its current work load.
- Use of an On Call List for Professional Services and an On Call List for General Contractor Services will position DPR to deliver projects in a more cost effective and efficient manner by expanding its capacity and by reducing the time needed to select and engage consultants. Additionally, unforeseeable conditions identified during the course of project may be addressed immediately.
- Other City Departments, with City Council approval, have used established On Call master lists for consultant and contractor services. This approach has worked well in supporting efficient and cost effective delivery of projects.
- Establishing On Call consultant and contractor lists is an industry “best practice” for cost effective and efficient delivery of projects and services.

Suspending competitive bidding is required because using an RFQ process for contracting and professional services is an alternative to the typical process of selecting a contractor or firm on the basis of lowest qualified bid.

Financial Considerations: The recommendations in this report does not result in any financial impact to the City. Upon approval of this recommendation, staff will proceed with the RFQ selection process and return to City Council with a recommendation for contract award(s).

Local Business Enterprise (LBE): At this time no goods or services are being purchased as a result of this report.

RESOLUTION NO.

Adopted by the Sacramento City Council

SUSPENDING COMPETITIVE BIDDING AND AUTHORIZING THE USE OF A REQUEST FOR QUALIFICATIONS PROCESS TO ESTABLISH AN ON CALL LIST FOR GENERAL CONTRACTING AND PROFESSIONAL SERVICES

BACKGROUND

- A. The City Code authorizes the City Council to suspend competitive bidding when, upon a two-thirds vote, the City Council determines it is in the best interests of the City to do so. Suspending competitive bidding is required because the use of a Request for Qualifications process is an alternative to the typical process in which contractors are selected on the basis of lowest responsive and responsible bid.
- B. It is in the best interest of the City to suspend competitive bidding because doing so will allow the Department of Parks and Recreation (DPR) to engage in an alternative, competitive selection process that will permit the City to consider all components of a bidder's proposal, not just price. This will allow the DPR to procure a contractor or contractors that can manage all aspects of the project, including the professional services of identifying and assessing upgrades as well constructing those improvements.

BASED ON THE FACTS SET FORTH IN THE BACKGROUND, THE CITY COUNCIL RESOLVES AS FOLLOWS:

- Section 1. It is in the best interests of the City to suspend competitive bidding;
- Section 2. Competitive bidding is hereby suspended and the use of a competitive Request for Proposal process to solicit firms to provide General Contracting and Professional Services for City parks and facilities is authorized.