



City of Santa Ana
20 Civic Center Plaza, Santa Ana, CA 92701
Staff Report
March 21, 2023

TOPIC: Agreements for On-Call Environmental Services

AGENDA TITLE

Approve Agreements with Tetra Tech, Inc., Dudek, and ECORP Consulting Inc. for On-Call Environmental Services in aggregate amounts not to exceed \$2,450,000, for up to five-year terms (Non-General Fund)

RECOMMENDED ACTION

1. Authorize the City Manager to execute agreements with Tetra Tech, Inc., Dudek, and ECORP Consulting Inc., to provide On-Call Environmental Services on as needed basis: federal contract in an aggregate amount not to exceed \$950,000 for a three-year term beginning March 21, 2023 and expiring March 20, 2026, with an option for two, one-year extensions, subject to non-substantive changes approved by the City Manager and City Attorney.
2. Authorize the City Manager to execute agreements with Tetra Tech, Inc., Dudek, and ECORP Consulting Inc, to provide On-Call Environmental Services on as needed basis: non-federal contract aggregate amount not to exceed \$1,500,000 for a three-year term beginning March 21, 2023 and expiring March 20, 2026, with an option for two, one-year extensions, subject to non-substantive changes approved by the City Manager and City Attorney.

DISCUSSION

On September 23, 2021, the Public Works Agency (PWA) released Request for Proposals (RFP) No. 21-105, by which it sought the services of a professional engineering firm to provide On-Call Environmental services on an as-needed or "on-call" basis. The RFP was advertised on the City's online procurement management and publication system, with Proposals due on October 21, 2021. Eight proposals were received and evaluated by a selection committee. Based on criteria outlined in the RFP, the following summarizes the responding firms and their ranking:

Firm	City	Rank
Tetra Tech, Inc.	Irvine, CA	1
Dudek	San Juan Capistrano, CA	2
ECORP Consulting, Inc.	Santa Ana, CA	3

Approval of the recommended action will authorize two sets of consultant agreements for future task orders, depending on the project funding source. For grant-funded projects that require adherence to Caltrans Architecture and Engineering (A&E) requirements, task orders will be issued on the Caltrans version of the on-call agreement (Exhibits 1-3). All other task orders that are funded with local or discretionary funds will utilize the standard version of the consultant agreement (Exhibits 4-6).

Based upon the scope of work and selection criteria outlined in RFP 21-105, staff recommends awarding two sets of agreements for each firm listed: one to provide environmental services per Caltrans requirements, and the others to provide services not subject to Caltrans requirements. The firms' proposals demonstrated that they have the necessary capacity and expertise to complete the required services. The consultant's rates are reasonable and within industry standard, the teams' qualifications are appropriate, and the proposals were determined to provide the best value for the City.

FISCAL IMPACT

There is no fiscal impact at this time. PWA will follow the established on-call services process during the FY 2023-24 - FY 2025-26 contractual term for requesting necessary fiscal review and authorization. Prior to utilizing the on-call services for any of these future task orders, PWA staff must receive Finance and Management Services Agency approval of funding and project activities to be used to ensure funds are available under the authorization limit of \$950,000 for any federally funded projects, and under the shared \$1,500,000 aggregate for any projects using local or discretionary funds. Upon successful completion of the fiscal review, a corresponding Notice to Proceed containing the specific scope and maximum expenditure for the task order will be issued. The current fiscal year funding is available in the FY 22-23 budget and future fiscal year funding will be included in the proposed budgets for City Council consideration.

EXHIBIT(S)

1. Agreement with Tetra Tech, Inc., for On-Call Environmental Services– Caltrans Version
2. Agreement with Dudek for On-Call Environmental Services – Caltrans Version
3. Agreement with ECORP Consulting, Inc., for On-Call Environmental Services – Caltrans Version
4. Agreement with Tetra Tech, Inc., for On-Call Environmental Services
5. Agreement with Dudek for On-Call Environmental Services
6. Agreement with ECORP Consulting, Inc., for On-Call Environmental Services

Submitted By: Nabil Saba, P.E., Executive Director – Public Works Agency

Approved By: Kristine Ridge, City Manager