



DATE: December 17, 2020

TO: Mayor and Members of the City Council

FROM: Dante Hall, Interim City/District Manager

SUBJECT: LEVEE PROTECTION PLANNING AND IMPROVEMENTS PROJECT (CIP 657) - AGREEMENT WITH REGIONAL GOVERNMENT SERVICES AUTHORITY (RGS) FOR MANAGEMENT CONSULTING SERVICES FROM JANUARY 1, 2021 THROUGH DECEMBER 31, 2021, IN AN AMOUNT NOT TO EXCEED \$187,200 PER CALENDAR YEAR, WITH THE OPTION TO EXTEND THROUGH DECEMBER 31, 2023

RECOMMENDATION

It is recommended that the City Council adopt the attached resolution authorizing the Mayor to execute an agreement with Regional Government Services Authority (RGS) for Levee Protection Planning and Improvements Project (CIP 657) Management Consulting Services, from January 1, 2021 through December 31, 2021, in an amount not to exceed \$187,200 each calendar year, with the option to extend up to two (2) one-year (12 month) increments.

EXECUTIVE SUMMARY

Given the scale and complexity of the Levee Protection Planning and Improvements Project, the City recognizes the need for specialized project management services for project delivery and coordination of this major capital improvement project.

Construction management and project management are two distinct disciplines. A construction manager oversees the on-site operations pertaining to the construction project. This includes (but is not limited to) providing technical support to the contractor in the field, managing the construction budget, and resolving external labor issues. The City's construction management firm for the Levee Improvement Project is Tanner Pacific. A project manager's role is broader and focuses on overall administrative coordination. These duties include coordination with City Departments, managing the

entire budget (not just the construction budget), public outreach, and regulatory compliance management.

With approval of the agreement with RGS for Management Consulting Services, RGS will assign Paul Nagengast to serve as the Public Works Project Advisor to the City of Foster City, specifically to support the Levee Protection Planning and Improvements Project.

BACKGROUND

Regional Government Services Authority (RGS) was formed in 2001, by a city and a regional planning and services agency, to help local governments meet three challenges: decreasing revenues, increasing demands (and costs) for services, and loss of experienced staff. RGS was formed under California Government Code Section 6500, for the purpose of providing local governments with administrative, staffing, and advisory services. RGS has now served over 300 cities, special districts, joint powers authorities, and other local governments and non-profits.

ANALYSIS

Contracting project management services for the Levee Protection Planning and Improvements Project is a way of supplementing short term needs, allowing the City to more effectively manage the workload of its staff. It would be in the best interest of the City to enter into the proposed Agreement with RGS for this purpose.

RGS has proposed to assign Paul Nagengast to be the Project Advisor for this Agreement. Paul Nagengast has 30 years of experience in executive management local government agencies. He has reorganized city departments for efficient use of public and private resources, negotiated contracts and guided government officials through all aspects of city management and regulatory compliance. He is also experienced in project and financial management; engineering and planning development in accordance with community General Plan; and City Council policy implementation.

As outlined in the Agreement, the scope of services for the project management consulting services may include (but are not limited to) the following activities as needed:

1. Provide expert consultative guidance in monitoring the work and invoicing of the City's contract construction manager, project manager, engineer of record, contractor for project to ensure their respective scope and billing remain within the intent and scope of their respective contractual agreements.

2. Review project progress and documentation and provide comments and recommendations when necessary for keeping construction on schedule and within approved scope and budgets.
3. Review requests for change orders and provide comments and recommendations as to the appropriateness and reasonableness of the changes and their costs.
4. Meet as often as necessary for the purpose of consulting about the City's public works project management needs and issues and the scope performed.
5. Provide updates as necessary to City Manager Office, City Council, Public Works Department, and/or others.

The proposed agreement has a one-year term, which would commence on January 1, 2021 and expire upon December 31, 2021. However, the agreement includes an option for the City to extend the term, at the City's sole discretion, for up to two one-year (12 month) increments through December 31, 2023. By approving the proposed agreement, the City Council would authorize City staff to evaluate and determine whether or not to exercise this option to extend.

FISCAL IMPACT

If approved, RGS will bill the City on an hourly basis based on actual hours of work performed. The billing rate as agreed upon by RGS is \$180 per hour, with a maximum of 20 (twenty) hours each week. If RGS consulting rates were to exceed in any given calendar year, the City Council would have to authorize the change prior to any extension being granted and/or additional work being performed. At the proposed rate, the total annual cost for the management consulting services is estimated not to exceed \$187,200 in any calendar year. Sufficient funding for this agreement is available in the Levee Protection Planning and Improvements Project (CIP 657) Budget.

Attachments:

- Attachment 1 - Resolution
- Attachment 2 - Agreement