



**Council Meeting: October 6, 2009**

**SUBJECT: Amend an Existing Contract with Consolidated Engineering Laboratories for General Inspection and Testing Services (F0909-22)**

**BACKGROUND**

Approval is requested to amend an existing contract with Consolidated Engineering Laboratories (CEL) of San Ramon for “as needed” general construction inspection and testing services by increasing the not-to-exceed amount by \$75,000 to a total of \$174,000.

**DISCUSSION**

The Department of Public Works Engineering Division utilizes outside testing labs for general construction inspection and materials testing services for the City’s public works projects on an “as needed” basis. Over the past year, inspections and testing activity has greatly increased due to the award of accelerated public works contracts under the **Sunnyvale Works!** program. Approval of the requested amendment is necessary so that testing and inspection services can continue on at least sixteen current projects, with more anticipated in the future.

The current CEL contract, which expires on December 31, 2009, was established under the City Manager’s contract award authority, and was exempt from competitive bidding under Section 2.08.070 of the Sunnyvale Municipal Code (professional/specialized services exemption).

**FISCAL IMPACT**

Funds are budgeted in various capital improvement projects.

**PUBLIC CONTACT**

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall, at the Sunnyvale Senior Center, Community Center and Department of Public Safety; and by making the agenda and report available at the Sunnyvale Public Library, the Office of the City Clerk and on the City's Web site.

**RECOMMENDATION**

It is recommended that Council amend the existing contract with Consolidated Engineering Laboratories, in substantially the same format as the attached draft change order, and increase the total not-to-exceed amount by \$75,000, from \$99,000 to \$174,000.

Reviewed by:

Mary J. Bradley, Director, Finance

Prepared by: Pete Gonda, Senior Management Analyst, Finance

Reviewed by:

Marvin Rose, Director, Public Works

Approved by:

Gary M. Luebbers  
City Manager

**Attachments**

A. Draft Change Order to Blanket Purchase Order BL001522



<b>ORDERED FROM</b> 00447 - 004  (925) 314-7100 Consolidated Engineering Laboratories 2001 Crow Canyon Rd Ste 100 San Ramon, CA 94583	ORDER DATE	<b>BILL TO:</b> City of Sunnyvale Finance Department Accounts Payable PO Box 3707 Sunnyvale, CA 94088-3707
	EFFECTIVE DATE 1/1/2009	
	EXPIRATION DATE 12/31/2009	
	CONTRACT AMOUNT \$174,000.00	
<b>REQUISITIONING DEPARTMENT</b> (9004) DPW/Engineering	FOB DEST	<b>FREIGHT CHARGES</b> Destination, freight included in price
	<b>PAYMENT TERMS</b> N/30	<b>BID NO</b>



ITEM	DESCRIPTION	UNIT	UNIT COST																					
1	<p>Blanket order for general inspection services on an "as needed" basis as required by the PublicWorks Engineering Division for a one year period as follows:</p> <p>A. Hourly Rates (per the attached Fee Schedule dated 11/21/2008, less 10% City of Sunnyvale discount):</p> <table border="0"> <tr><td>1. Principal</td><td>Per Hour</td><td>\$185.00</td></tr> <tr><td>2. Senior Engineer</td><td>Per Hour</td><td>\$160.00</td></tr> <tr><td>3. Project Engineer</td><td>Per Hour</td><td>\$130.00</td></tr> <tr><td>4. Staff Engineer</td><td>Per Hour</td><td>\$120.00</td></tr> <tr><td>5. Field Engineer</td><td>Per Hour</td><td>\$110.00</td></tr> <tr><td>6. Inspector/FTech</td><td>Per Hour</td><td>\$85.10</td></tr> <tr><td>7. Other staff/testing services - As required</td><td></td><td></td></tr> </table> <p>All invoices to show this order number</p> <p>This order cancels and replaces BL000297 Total value of this order not to exceed NTE \$50,000.00 Purchase Requisition #RQ004150</p> <p>Change order #1 - Correct the inspection rate from \$85.10 to \$65.10 in accordance with your letter dated 11/21/2008.</p> <p>Change order #2 - Increase the total not to exceed value by \$25,000.00, from NTE\$50,000.00 to NTE \$75,000.00 Purchase Requisition # RQ004649</p> <p>Change order #3 - Increase the total not to exceed value by \$24,000.00, from NTE\$75,000.00 to NTE \$99,000.00 Purchase Requisition # RQ005102</p> <p>Change order #4 - Increase the total not to exceed value by \$75,000.00, from \$99,000.00 to \$174,000.00 Awarded by Council 9/29/2009, RTC # _____ Purchase Requisition # RQ005497</p>	1. Principal	Per Hour	\$185.00	2. Senior Engineer	Per Hour	\$160.00	3. Project Engineer	Per Hour	\$130.00	4. Staff Engineer	Per Hour	\$120.00	5. Field Engineer	Per Hour	\$110.00	6. Inspector/FTech	Per Hour	\$85.10	7. Other staff/testing services - As required			DLR	\$1.0000
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7. Other staff/testing services - As required																								

AUTHORIZED DEPARTMENT(S)		
NO	DEPT NAME	RELEASE AMT
9004	DPW/Engineering	\$20,000.00

**DOCUMENT TERMS**

This purchase order is subject to the City of Sunnyvale Standard Terms and Conditions for the Purchase of Consulting Services, dated 1/15/2000, a copy of which is attached and incorporated by reference (Form #TCBPO-CS).

Invoices must reference the purchase order number. Failure to include the purchase order number on the invoice will result in a delay in payment processing.

**BUYER:**

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Howard, Dreama

**PHONE** (408) 730-7396      **FAX** (408) 730-7710