

**Council Meeting: July 27, 2010****SUBJECT: Amend an Existing Contract with Smith Emery Company for General Construction Inspection and Testing Services (F1007-04)****BACKGROUND**

Approval is requested to amend an existing contract with Smith Emery Company of San Francisco for “as needed” general construction inspection and testing services to extend for one additional year and increase the not to exceed value from \$50,000 to \$250,000, an increase of \$200,000.

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 have remained at high levels due to the continuing award of 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 fifteen current projects with several more in the design phase. Examples include multiple water tank and well repairs, the Water Pollution Control Plant (WPCP) digester repair, various pavement rehabilitation and curb ramp projects, water and sewer line replacements, City office building repairs and the Mathilda Avenue overpass reconstruction.

The current Smith Emery contract, which expires August 31, 2010 was established under the City Manager’s contract award authority and the firm was selected in the Testing and Specialized Inspections Service Category of the **Sunnyvale Works!** pre-qualification program.

FISCAL IMPACT

Specialized testing and Inspection services under this contract are required for multiple capital projects either currently in process, in the design phase or anticipated in FY 2010/2011. On average, approximately \$10,000 is estimated to be required for each project. These types of costs are incorporated into the approved budgets for the 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 Smith Emery Company, in substantially the same form as the attached draft change order, and extend the contract by one year and increase the not to exceed value from \$50,000 to \$250,000, an increase of \$200,000.

Reviewed by:

Grace K. Leung, Acting Director, Finance
Prepared by: Pete Gonda, Purchasing Officer

Reviewed by:

Marvin Rose, Director of Public Works

Approved by:

Gary M. Luebbers
City Manager

Attachments

A. Draft Blanket Purchase Order



| | | |
|---|-----------------------|---|
| ORDERED FROM 09045 - 001 (415) 642-7326 Smith Emery Co 1940 Oakdale Ave San Francisco, CA 94124 | ORDER DATE | BILL TO: City of Sunnyvale Finance Department Accounts Payable PO Box 3707 Sunnyvale, CA 94088-3707 |
| | EFFECTIVE DATE | |
| | EXPIRATION DATE | |
| | CONTRACT AMOUNT | |
| REQUISITIONING DEPARTMENT (9004) DPW/Engineering | FOB DEST | FREIGHT CHARGES Destination, freight included in price |
| | PAYMENT TERMS N/30 | BID NO |

| ITEM | DESCRIPTION | UNIT | UNIT COST |
|------|--|------|-----------|
| 1 | Blanket order for general inspection and testing services on an "as needed" basis as required by the Public Works Engineering Division for a one year period as follows: Rates Hourly rates per the attached 2009-2010 Schedule of Fees All invoices to show this order number Purchase Requisition # RQ005447 Change Order #1 - Extend current order by one year, through 8/31/2011, and increase total not to exceed value from \$50,000 to \$250,000, an increase of \$200,000. Awarded by Council 7/27/2010, RTC # _____ Requisition # RQ006778 | DLR | \$1.0000 |

| AUTHORIZED DEPARTMENT(S) | | |
|--------------------------|-----------------|-------------|
| NO | DEPT NAME | RELEASE AMT |
| 9004 | DPW/Engineering | \$15,000.00 |

DOCUMENT TERMS

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

Gakle, David

PHONE (408) 730-7403

FAX (408) 730-7710