


CITY COUNCIL ACTION REQUEST

Department(s): Public Works	CEQA: Not a Project, File No. PP17-003, Agreements/Contracts (New or Amended) resulting in no physical changes to the environment	Coordination: PRNS, CAO	Dept. Approval: /s/ Barry Ng
Council District(s): Citywide			CMO Approval:  10-31-17

SUBJECT: MASTER AGREEMENT WITH ENVIROCOM, AN INDUSTRIAL HYGIENIST SERVICE PROVIDER FOR VARIOUS CITY FACILITY PROJECTS

RECOMMENDATION:

Approve a Master Agreement with Envirocom for industrial hygienist services from the date of execution through December 31, 2022, in an amount not to exceed \$1,000,000.

BASIS FOR RECOMMENDATION:

The Department of Public Works (PW) desires to engage the services of an industrial hygienist service provider to act as the City's owner representative during the design and construction of a variety of City facility renovation projects. Projects may include, but are not limited to, community centers, park restrooms, libraries, and police and fire station remodeling projects. Having these agreements in place provides staff with an increased capacity to respond quickly to City department priority requests.

On July 12, 2017, the City conducted a Request for Qualifications (RFQ) seeking qualified industrial hygienist consulting firms to cover a wide range of services for various City facility projects. Two firms responded, and Envirocom was the highest ranked consultant based on scoring of the Statements of Qualifications. Negotiations for the agreement concluded in early September 2017. Under the proposed master agreement, project consultant services will be initiated by authorized service orders detailing the specific scope of services, schedule and compensation along with the appropriate funding source(s) for the project.

Public Works has an increased need for these services as PW staff are now primarily engaged in the renovation of aging City facilities, rather than construction of new structures. During a renovation project, the services of an industrial hygienist would be critical for staff to engage in the accurate identification, abatement and disposing of all unwanted building materials. The industrial hygienist will perform all testing of site and building elements as necessary to ascertain the presence of hazardous materials in building materials, soil, and groundwater- including, but not limited to asbestos, lead, PCB's, VOC's, pesticides, mold, microbial and other chemicals of concern as required by applicable codes and standards.

Staff recommends an agreement amount of \$1,000,000 for a five-year term. The primary consideration for the contract term is the extended length of time necessary for scoping and design of many renovation projects. This is primarily due to complex existing conditions, which often require additional time during both the design and construction periods. The contract amount is considered to be in the mid-point value range in considering the higher probability of unknowns that are inherent in renovation projects.

COST AND FUNDING SOURCE:

No funding is needed to approve master agreements. Funding sources will be identified in the service orders issued to the firms as detailed scopes are defined and cost and schedules are negotiated.

FOR QUESTIONS CONTACT: Michael O'Connell, Public Works Deputy Director at 408-535-8300.