



December 4, 2024

ITEM TITLE: RESOLUTION 2024-091 TO AWARD A PROFESSIONAL SERVICES CONTRACT TO MICHAEL BAKER INTERNATIONAL TO PROVIDE AS-NEEDED ENGINEERING SERVICES TO THE CITY. (0750-05)

ORIGINATING DEPARTMENT:

Public Works

EXECUTIVE SUMMARY:

Resolution 2024-091 (Attachment 1) awards a professional services contract to Michael Baker International, (MBI) to provide as-needed engineering services to the City of Imperial Beach through December 3, 2027 for an annual not to exceed cost of \$350,000. The contract contains an option to extend the term for an additional two years.

RECOMMENDATION:

City Council adopt Resolution No. 2024-091 awarding a professional service agreement for as-needed engineering services to Michael Baker International for an initial three (3) year term with an option to renew the agreement for two (2) additional twelve (12) month periods for a maximum agreement total of five (5) years.

OPTIONS:

- Adopt Resolution 2024-091 awarding contract for as-needed engineering services to Michael Baker International or
- Provide direction to the City Manager to take a specific different action; or
- Request additional information and an additional report.

BACKGROUND/ANALYSIS:

The City's current engineering services contract expired after five years on November 20, 2024. On October 3, 2024, staff issued a Request for Qualifications/Proposals (RFQ/P) for as-needed engineering services. The advertised RFQ/P has a scope of services that included the following categories:

- A. General Administrative Functions
- B. Development Control
- C. Capital Projects
- D. Construction Management
- E. Other Services

Michael Baker International was the one proposal received. MBI's proposal was evaluated and the firm was interviewed by staff on 11/19/2024 and was found to be capable of providing the required services to the City. City staff recommends that Michael Baker International be retained to provide the breadth of as-needed engineering services to the City. MBI is recommended to be

retained and contracted to primarily provide general administrative, development control, final engineering of capital improvement projects and construction management services. Geoffrey Retemeyer of MBI is recommended to be retained as the designated City Engineer for Imperial Beach.

ENVIRONMENTAL DETERMINATION:

Not a project as defined by CEQA.

FISCAL IMPACT:

There are sufficient funds available in the FY2024-25 Operating and Capital Budget to cover the costs of these services. Various operations and maintenance budgets contain funding for technical services to address as-needed engineering costs, including the budgets for the Street Division, Sewer Division, Community Development Department, and the Capital Improvement Program.

ATTACHMENTS:

ATT 1 - Resolution No. 2024-091