



## Staff Report

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File #: REPORT 19-0338, Version: 1

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**Honorable Mayor and Members of the Hermosa Beach City Council  
Regular Meeting of May 28, 2019**

**RECOMMENDATION TO APPROVE THE SECOND AMENDMENT  
TO THE PROFESSIONAL SERVICES AGREEMENT WITH M6  
CONSULTING, INC. TO CONTINUE LAND DEVELOPMENT  
ENGINEERING SERVICES**

(Acting Public Works Director Lucho Rodriguez)

**Recommended Action:**

Staff recommends that the City Council:

1. Approve the Second Amendment to the existing Professional Services Agreement (PSA) with M6 Consulting, Inc. (M6) for land development engineering services, increasing the Professional Services Agreement by \$60,000 to a new not to exceed amount of \$310,000, and extending the term of the agreement by four months; and
2. Authorize the Mayor to execute and the City Clerk to attest the attached second amendment subject to approval by the City Attorney.

**Executive Summary**

The Public Works Department seeks Council approval of the second amendment to increase the existing Professional Services Agreement (PSA) with M6 by \$60,000 and to extend the term of the agreement by four months. The second amendment would bridge the gap between now and the upcoming contract award resulting from the release of an RFP in June 2019.

**Background:**

On February 23, 2016, City Council awarded a \$250,000 contract to M6 Consulting, Inc. (M6) to provide land development engineering services to the Public Works Department. The award of the contract to M6 was made following the evaluation of responses to a Request for Proposals (RFP) and an interview process. On February 23, 2019 the first amendment to the contract with M6 was approved administratively to extend the contract to August 31, 2019.

**Analysis:**

The Public Works Department utilizes M6 as the primary plan checking consultant to provide timely and efficient service for the high volume of private development projects that come to the Public Works Department for approval. In the past couple of years, the Community Development Department has also utilized the services M6 for assistance with the environmental review phase of

larger planning projects such as Skechers, The Strand and Pier Hotel, and North School.

City staff is preparing an RFP for land development engineering services for the Public Works and Community Development Departments, which is expected to be released in June 2019. While the RFP is being finalized, the Public Works Department is seeking Council's approval of the second amendment to increase the existing PSA by \$60,000 for a total contract not to exceed amount of \$310,000, and to extend the term of the agreement by four months to December 31, 2019, bridging the gap between now and the upcoming contract award resulting from the RFP responses. The new contract is expected to be in place by September 2019.

### **General Plan Consistency:**

This report and associated recommendations have been evaluated for their consistency with the City's General Plan. Relevant policies from the Infrastructure Element are listed below:

1.3 Right-of-way coordination. Ensure infrastructure maintenance and repair projects within the public right-of-way are coordinated with utilities and agencies to minimize additional roadway repaving or accelerated deterioration.

1.4 Fair share assessments. Require new development and redevelopment projects to pay their fair share of the cost of infrastructure improvements needed to serve the project, and ensure that needed infrastructure is available prior to or at the time of project completion.

1.6 Utility Infrastructure Siting. Ensure new infrastructure is sited in a manner to minimize negative impacts to the community and prioritize projects to address the greatest deficiencies.

1.7 Aesthetic and urban form. Require infrastructure and infrastructure improvements that are aesthetically pleasing and consistent with the scenic character of the surrounding area.

### **Fiscal Impact:**

The professional services would be paid from the Public Works Administration budget (General Fund Account No. 001-4202-4201) in an amount not to exceed \$60,000 for the remainder of the 2019 calendar year. There are sufficient funds in the Public Works Administration budget to support this contract. Work done by the consultant related to CIP projects will be billed to each specific CIP project account, and work related to private developments such as Skechers, would be reimbursed by the applicant.

### **Attachments:**

1. Professional Services Agreement No. 16.004 and First Amendment with M6 Consulting, Inc.
2. Draft Second Amendment between the City and M6 Consulting, Inc.

**Respectfully Submitted by:** Fabio M. Macias, EIT, Assistant Engineer

**Concur:** Lucho Rodriguez, P.E., Acting Director of Public Works

**Concur:** Leeanne Singleton, AICP, Environmental Analyst

**Noted for Fiscal Impact:** Viki Copeland, Finance Director

**Legal Review:** Mike Jenkins, City Attorney

**Approved:** Suja Lowenthal, City Manager