



CITY COUNCIL MEETING STAFF REPORT

Meeting Date: March 21, 2022		Subject: Resolution No. 2959 Owners Representative and Construction Management Services Contract for the Public Works Complex (CIP#8113) Staff Member: Delora Kerber, Public Works Director Department: Public Works Department	
Action Required		Advisory Board/Commission Recommendation	
<input checked="" type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 st Reading Date: <input type="checkbox"/> Ordinance 2 nd Reading Date: <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input checked="" type="checkbox"/> Consent Agenda		<input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable Comments: N/A	
Staff Recommendation: Staff recommends Council adopt the Consent Agenda.			
Recommended Language for Motion: I move to approve the Consent Agenda.			
Project / Issue Relates To:			
<input type="checkbox"/> Council Goals/Priorities:	<input checked="" type="checkbox"/> Adopted Master Plan(s): 2015 Facilities Master Plan Resolution 2526	<input type="checkbox"/> Not Applicable	

ISSUE BEFORE COUNCIL:

City of Wilsonville resolution approving a Professional Services Agreement for Owner Representative and Construction Management Services with Cummings Management Group, Inc. in the amount of \$305,770 for the Public Works Complex Project (CIP #8113).

EXECUTIVE SUMMARY:

The Public Works Department is responsible for maintaining the City's transportation system and Rights of Way (ROW), water system, wastewater system, stormwater system, and city owned facilities. Additionally, Public Works serves as the City's Emergency Management Department.

Existing warehouse storage and equipment yard facilities used by public works staff are inadequate in both allocated space, associated structures/facilities and overall location. The decentralization of the various sites and their distant locations from the administrative offices make day-to-day operations inefficient. The new seismically resilient Public Works Complex (CIP#8113) will consolidate the office, warehouse storage and equipment yard functions on a designated secure property.

On January 20, 2022, City Council approved Resolutions 2947, 2948, and 2949, authorizing the financing for the Public Works Complex project.

Based on the complexity, specialized knowledge and attention to detail needed to deliver this multi-layered project within the designated budget and desired time frame, staff is pursuing the use of Owner's Representative and Construction Management Services.

Solicitation for sealed competitive proposals for Owner's Representative and Construction Management Services occurred in the Daily Journal of Commerce and the City's website on January 19, 2022. On February 8, 2022, the City received four proposals in response to the City's solicitation.

After initial review and scoring by the project technical review team, the top two rated firms were invited for oral interviews with the technical review team. Based on the interviews, Cummings Management Group, Inc. was selected to perform Owner's Representative and Construction Management Services for this project.

EXPECTED RESULTS:

This contract will provide for the needed day-to-day project management, coordination and construction management that a project of this complexity requires.

TIMELINE:

It is estimated construction of the Public Works Complex will be completed early 2024.

CURRENT YEAR BUDGET IMPACTS:

Funding for Owner's Representative and Construction Management Services for the Public Works Complex are included in Fiscal Year 21/22 budget. Subsequent budget allocations will be made until the completion of project.

COMMUNITY INVOLVEMENT PROCESS:

The Owner's Representative will assist the City in communicating with the adjacent property owners and businesses prior to and during construction activities.

POTENTIAL IMPACTS OR BENEFIT TO THE COMMUNITY:

The Public Works Complex will provide better efficiency of operations for our community by consolidating the various Public Works functions in one location.

ALTERNATIVES:

Council could direct staff to proceed with construction of the Public Work Complex without an Owner's Representative and Construction Manager.

CITY MANAGER COMMENT:

N/A

ATTACHMENTS:

1. Resolution No. 2959
 - A. Public Works Complex Project Professional Services Agreement.