



# CITY OF SAN MATEO

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## Agenda Report

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Agenda Number: 8

Section Name: {{section.name}}

Account Number: 10-4662

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**TO:** City Council  
**FROM:** Alex Khojikian, City Manager  
**PREPARED BY:** Public Works Department  
**MEETING DATE:** May 20, 2024

**SUBJECT:**  
Citywide Surface Treatment Packages 4A-1 and 4A-2 – Agreement

**RECOMMENDATION:**

Approve an agreement with HDR Engineering, Inc. for design professional services for the Citywide Surface Treatment Packages 4A-1 and 4A-2 in an amount not to exceed \$584,000; establish a contingency reserve of \$58,400; and authorize the Public Works Director to execute the agreement in substantially the form presented and approve amendments, including no-cost time extensions, within the contingency amount.

**BACKGROUND:**

The City owns and maintains pavement assets consisting of approximately 200 miles of streets, bike paths, and alleyways. The Pavement Management Program (PMP) implements annual capital improvement projects focused on pavement maintenance beyond the routine maintenance tasks performed by the City's field maintenance crews.

On February 8, 2024, the City issued a Request for Proposals (RFP) for Engineering Design Services for multiple pavement projects including for Citywide Surface Treatment Packages 4A-1 (PMP4A1) and 4A-2 (PMP4A2) ("Projects") that cover northern and southern portions of the City, respectively (see Attachments 2 and 3). These projects are for pavement preservation treatments only (slurry sealing and micro-surfacing). No full road-width paving or reconstruction is anticipated. The City received a total of six proposals that were evaluated for the proposed project team, approach, and estimated level of effort.

While HDR Engineering, Inc. (HDR) was identified as the second-highest ranked proposal based on experience with similar projects, comprehensive approach, and favorable references, the highest-ranked firm had already been selected for a separate contract for the Citywide Street Rehabilitation Package 6B Project. For the PMP4A1 and PMP4A2 Projects, HDR's proposed scope, schedule, and budget all align with the City's needs. Based on the above, staff recommends entering into a design professional services agreement with HDR to provide design services for these Projects for an amount not to exceed \$584,000 and establishing a contingency reserve of \$58,400 (10% of the contract budget) to cover any unforeseen changes during the design process. The proposed term of the agreement is through December 2027.

Design of the PMP4A1 and PMP4A2 Projects is anticipated to take nine months to complete. Staff anticipates advertising the PMP4A1 Project for construction in March 2025, with construction beginning in May 2025. For the PMP4A2 Project, staff anticipates advertising for construction in September 2025, with construction beginning in April 2026 after the winter season.

**BUDGET IMPACT:**

Sufficient funds are available in the Citywide Street Rehabilitation Package 2 (467008) project to award this agreement and establish the contingency reserve.

**ENVIRONMENTAL DETERMINATION:**

This project is categorically exempt from CEQA as an “existing facility,” because it consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use. (CEQA Guidelines Section 15301.)

**NOTICE PROVIDED**

All meeting noticing requirements were met.

**ATTACHMENTS**

Att 1 – Agreement

Att 2 – Location Map/List (4A-1)

Att 3 – Location Map/List (4A-2)

**STAFF CONTACT**

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