



Administrative Report

H.9., File # 26-0325

Meeting Date: 3/17/2026

To: MAYOR AND CITY COUNCIL
From: ANDREW WINJE, PUBLIC WORKS DIRECTOR

TITLE

APPROVE AN ON-CALL CONSULTING SERVICES AGREEMENT WITH MCCLAREN, WILSON & LAWRIE, INC. TO ASSIST WITH DESIGN OF THE POLICE SHOOTING RANGE, FOR AN AMOUNT NOT TO EXCEED \$100,000 AND A TERM THROUGH MARCH 16, 2028

APPROVE AN ON-CALL CONSULTING SERVICES AGREEMENT WITH GEOSYNTEC CONSULTANTS, INC. FOR ENVIRONMENTAL ENGINEERING SERVICES, FOR AN AMOUNT NOT TO EXCEED \$100,000 AND A TERM THROUGH MARCH 16, 2028

EXECUTIVE SUMMARY

The City Council has awarded a number of on-call contracts in the past to successfully accelerate project delivery timelines. Staff is recommending approval of an on-call agreement with McClaren, Wilson, and Lawrie, Inc. (MWL) for a two-year initial term and a not-to-exceed amount of \$100,000. This Agreement is needed to acquire professional design services related to the Federal grant application for the Redondo Beach Police Department Shooting Range Project. MWL specializes in the planning and design of public safety facilities and has over thirty years of experience in the field.

Staff is also recommending approval of an on-call agreement with Geosyntec Consultants, Inc. (Geosyntec) for a two-year initial term and a not-to-exceed amount of \$100,000. Geosyntec specializes in environmental planning and management; contaminated site assessment and cleanup; geotechnical and geological analysis, modeling, and engineering; along with air quality management and air pollution control. Their initial task is to support the City's response to work requests made by the Los Angeles County Department of Public Health pertaining to the Dominguez Park site.

BACKGROUND

During the City's FY 2018-19 budget adoption process, several tools were presented to accelerate the pace of delivery of Capital Improvement Program (CIP) projects. One tool that staff strongly recommended was on-call contracting for professional services. On-call service contracts are not fully defined as to scope or funding source and allow staff to quickly assign smaller work tasks (e.g., geotechnical engineering, surveying, etc.) without having to develop and present an individual contract to the City Council for approval.

Funding sources for on-call contracts are not identified at the time of award. Rather, as tasks are assigned to an on-call vendor, the funding is assigned via purchase order from the funding source associated with the particular project to which the work applies.

The Public Works Department Engineering Services Division and the City Attorney's Office worked together to develop a contract template and an RFP for on-call consulting services, which was advertised in August of 2018. The contract template stipulates a two-year term with a not to exceed value of \$100,000. New vendors, like MWL and Geosyntec, are issued contracts over time as the City's need for on-call firms continues to grow and change.

The Engineering Services Division benefits from active on-call contracts with 18 firms specializing in a number of design and technical disciplines. Use of these services has accelerated the delivery of many projects, and these agreements provide the City with a deep and broad bench of firms to provide the technical engineering services needed to deliver CIP projects and address regulatory concerns.

Staff is now proposing an Agreement with MWL for Council consideration. MWL specializes in the planning and design of public safety facilities, including the development of a number of shooting ranges throughout North America. The proposed Agreement would carry an initial term of March 17, 2026 through March 16, 2028 and a not-to-exceed amount of \$100,000. MWL's design work for the gun range project grant application is estimated to cost \$30,000 to \$35,000.

Staff is also proposing an Agreement with Geosyntec, which specializes in environmental, engineering and geotechnical services. Geosyntec's expertise is needed to address the regulatory issues surrounding the development of the playground and other future projects at Dominguez Park. This Agreement is also for an initial term from March 17, 2026 to March 16, 2028 and a not-to-exceed limit of \$100,000. Specific work orders for Geosyntec's services are not yet prepared and are dependent on the County Health Department's final requests for the Park.

COORDINATION

The on-call contract development has been coordinated between the City Attorney's Office, the Public Works Department, and the City Manager's Office. The City Attorney's Office prepared and approved the Agreements as to form.

FISCAL IMPACT

Funding for design of the Redondo Beach Police Department Shooting Range is included in the adopted CIP Budget for FY 2025-26. The design work associated with the City's gun range project grant application is expected to cost \$30,000 to \$35,000.

Funding for Geosyntec's services at Dominguez Park is also included in the adopted CIP Budget for FY 2025-26. The specific work tasks and cost of services is still in development.

APPROVED BY:

Mike Witzansky, City Manager

ATTACHMENTS

- Agmt - Agreement with McClaren, Wilson, and Lawrie, Inc.
- Insurance - McClaren, Wilson, and Lawrie, Inc.
- Agmt - Geosyntec Consultants, Inc.
- Insurance - Geosyntec Consultants, Inc.