



Legislation Text

File #: 2023-0079, Version: 1

Report to Mayor and City Council

Tuesday, February 21, 2023

Consent

SUBJECT:

CONSIDER APPROVAL OF A PROFESSIONAL SERVICES AGREEMENT WITH RJM DESIGN GROUP FOR DESIGN SERVICES FOR PROJECT NO. 1368 - CARRIAGE CREST PARK EXPANSION AND IMPROVEMENTS PROJECT.

I. SUMMARY

Project No.1368: Carriage Crest Park Expansion and Improvements Projects is one of the 5-Year Capital Improvement Program (CIP) projects.

On October 21, 2022, Public Works Engineering through the Purchasing Department issued a Request for Proposals (RFP) 26-026 seeking professional landscape architectural and engineering services to complete the plans, specifications and estimates for Project No. 1368 - Carriage Crest Park Expansion and Improvements Project.

The RFP was advertised on Planet Bids and three firms submitted their proposals by the due date of December 8, 2022. The proposals were reviewed by a panel of City staff independently and the scores were combined and placed on the ranking list for this project. The most qualified firm was determined to be RJM Design Group, Inc.

Staff recommends the approval of a Professional Services Agreement with RJM Design Group, Inc. for a not-to-exceed amount of \$271,966.00 (Exhibit No. 1).

II. RECOMMENDATION

Take the following actions:

1. APPROVE a Professional Service Agreement with RJM Design Group, Inc. for professional landscape architectural and engineering services to complete the plans, specifications and estimates for Project No. 1368 - Carriage Crest Park Expansion and Improvements Project for a not-to-exceed amount of \$271,966.00.

2. AUTHORIZE the Mayor to execute the Professional Services Agreement following approval as to form by the City Attorney.

III. ALTERNATIVES

1. DO NOT APPROVE the Professional Services Agreement.
2. Take another action the City Council deems appropriate consistent with the requirements of the Law.

IV. BACKGROUND

Project No. 1368 - Carriage Crest Park Expansion and Improvements Project is listed in the City's Capital Improvement Program. The project consists of the refurbishment of the existing main building facility and development of additional 10 acres of land leased from the County Sanitation District. The proposed project includes new playground, outdoor fitness equipment area, new athletic ball fields with security lights, upgrades to existing basketball courts, and general site improvements including walking/jogging loop. It also includes extending existing parking lot, adding a new parking lot, dog park, and restroom on the south east end of the property. Funding for this project comes from the California Department of Parks and Recreation, and Prop 68 Funds. (Exhibit No. 2)

In light of the need for specialized professional assistance to complete the plans, specifications and estimates for the design and construction of Project No. 1368 - Carriage Crest Park Expansion and Improvements Project, staff solicited proposals from qualified architectural firms by way of an RFP posted on planet bids from October 21, 2022 to December 8, 2022. Three proposals were received which were reviewed and scored by four City staff members. The scores were collected and compiled, and the most qualified consultant was determined to be RJM Design Group, Inc.

The three submitting firms are listed below in the order in which they were ultimately ranked, with number 1 being the highest ranked firm:

<u>Firm</u>	<u>Place of Business</u>
1. RJM Design Group, Inc.	San Juan Capistrano, CA
2. RHA Landscape Architects Planners, Inc.	Riverside, CA
3. Gruen Associates	Los Angeles, CA

The evaluations and rankings were performed based on demonstrated competence, the professional qualifications necessary for satisfactory performance of the required services, and a fair and reasonable price, in accordance with Section 2611(c) of the CMC.

On February 7, 2023 a Notice of Intent to award a Professional Services Contract was sent to RJM Design Group, Inc. The other participating firms were also notified of this intent on the same date.

RJM was established in 1987 and has evolved into a multi-disciplinary landscape architectural, planning and design firm. RJM has teamed up with a variety of other professionals to provide support in Architecture, Civil Engineering, Electrical Engineering and Utility Planning. RJM has designed numerous projects in size and scope of the Carriage Crest Park Expansion and Improvements Project, including parks in Lake Forest, Huntington Beach, and Long Beach. RJM's cost proposal is within industry standards for a project this size, and considering the complexity of Carriage Crest Park Expansion and Improvements project.

Grant Funds from the California Department of Parks and Recreation, and Prop 68 will be used to develop and complete the project. Below is the completed and anticipated timeline to complete the plans, specifications, and estimate for this project.

Issue of RFP.....October 27, 2022
Proposals Due.....December 8, 2022
Award of Contract to Consultant..... February 21,2023
Complete PS&E for plan check submittal.....September 2023

Staff recommends that the City Council approve the Professional Services Agreement with RJM Design Group, Inc. for a not-to-exceed amount of \$271,966.00.

V. FISCAL IMPACT

The proposed not-to-exceed fee for this project is \$271,966.00. Funds for this project were included in the FY22/23 Budget, and this project was included in the Capital Improvement Program. A Grant fund in the amount of \$6M has been granted by the California Department of Parks and Recreation for this improvement.

VI. EXHIBITS

1. Professional Services Agreement (pgs. 4- 44)

2. Grant Contract with
Ca. Dept. of Parks and Recreation (pgs.45-53)

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