



Legislation Text

File #: 2023-0096, Version: 1

Report to Mayor and City Council

Tuesday, February 21, 2023

Consent

SUBJECT:

CONSIDER APPROVAL OF A PROFESSIONAL SERVICES AGREEMENT WITH ADL PLANNING, INC. FOR DESIGN SERVICES FOR PROJECT NO. 1726: COMMUNITY CENTER COURTYARD

I. SUMMARY

Project No. 1726: Community Center Courtyard is one of the 5-Year Capital Improvement Program (CIP) projects. On October 27, 2022, Public Works Engineering Division, through the Purchasing Department issued a Request for Proposals (RFP) seeking professional landscape architectural and engineering services to complete the plans, specifications and estimates for Project No. 1726: Community Center Courtyard.

The RFP was advertised on Planet Bids and two firms submitted their proposals by the due date of December 1, 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 responsive qualified firm was determined to be ADL Planning, Inc.

Staff recommends the approval of a Professional Services Agreement with ADL Planning, Inc. for a not-to-exceed fee of \$182,353.00 (Exhibit No. 1).

II. RECOMMENDATION

Take the following actions:

1. APPROVE a Professional Service Agreement with ADL Planning, Inc. for professional landscape architectural and engineering services to complete the plans, specifications, and estimates (PS&E) for Project No. 1726: Community Center Courtyard, for a not-to-exceed amount of \$182,353.00.

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. 1726: Community Center Courtyard Improvements Project is listed in the City's Capital Improvement Program (CIP). In June 2022, Community Services staff issued a Task Order to RHA Landscape Architects (RHA) to prepare conceptual plans for the improvement of the Community Center Courtyard. The Community Center and its surroundings were surveyed by the Community Services staff and RHA to assess the improvements that could be made to the Courtyard. A conceptual design was completed by RHA which includes the following improvements: space separation fences and walls, pedestrian gates, shade sail structures, market lights, specialty gardens with new trees and turf, and a new efficient irrigation system. The conceptual design was presented to the Community Services Department and was reviewed and approved (Exhibit No. 2). Staff then was directed to proceed with the process of completing the PS&E for the new Project No. 1726: Community Center Courtyard.

Given the City's need for specialized professional assistance to complete the PS&E for the design and construction of Project No. 1726: Community Center Courtyard, staff solicited proposals from qualified architectural firms by way of an RFP posted on Planet Bids from October 27, 2022 to December 1, 2022. Two 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 ADL Planning, Inc.

The two 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. ADL Planning	Carlsbad, CA
2. RHA Landscape Architects Planners, Inc.	Riverside, 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.

Staff determined that ADL Planning, Inc. (ADL) was the most knowledgeable, and most qualified and responsive firm to provide the necessary professional services. ADL has

demonstrated competence and extensive experience on directly related work, and that they would be able to provide the most competent team and would most expeditiously deliver the type of professional services the City desires. The ADL team consists of architects, engineers and other professionals whose strong team will provide the maximum value in quality, timeliness, and program management services, as required. ADL was thus ranked as the most qualified firm for this project.

ADL was established in 1986 and is based in Carlsbad California. ADL is a full-service planning and landscape architectural firm providing consulting, design, and construction support services. ADL has designed numerous projects in size and scope of the Carson Community Center Improvement Project, including parks in San Marcos, Carlsbad, and Carson Park in the City of Carson. ADL's cost proposal is within industry standards considering the complexity of the Community Center Courtyard and the project of this size.

Development Impact Fee and Quimby funds will be used to develop and complete the project. Below is the accomplished and anticipated timeline to complete the plans, specifications, and estimate for this project:

Issue of RFP.....	October 27, 2022
Proposals Due.....	December 1, 2022
Award of Contract to Consultant.....	February 21, 2023
Complete PS&E for plan check submittal.....	September 2023

V. FISCAL IMPACT

The proposed not-to-exceed fee for professional services is \$182,353. Funds for this project in the amount of \$2,000,000 were included in the FY22/23 Capital Improvement Program with funds from Development Impact Fee and Quimby Fee.

VI. EXHIBITS

1. Professional Services Agreement (pgs. 4-39)
2. Conceptual Plan (pg. 40)

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