

October 1, 2002

Honorable Mayor and Members of
The Hermosa Beach City Council

Regular Meeting of
October 22, 2002

**PROJECT NO. CIP 02-189 STREET IMPROVEMENTS – MYRTLE AREA
AWARD PROFESSIONAL SERVICES AGREEMENT
FOR DESIGN & ENGINEERING**

Recommendation:

It is recommended that the City Council:

1. Award Professional Services Agreement to CBM Consulting, Inc. to provide design and engineering services for CIP No. 02-189 in the amount of \$61,000;
2. Authorize the Mayor to execute and the City Clerk to attest the attached Professional Services Agreement subject to approval by the City Attorney; and
3. Authorize the Director of Public Works to make changes to the agreement up to \$6,100.

Background:

Project No. CIP 02-189 Street Improvements – Myrtle Area is budgeted in this fiscal year for design. In an effort to save time and money associated with engaging design consultants for street improvement projects, Staff has established a list of qualified design firms from the selection process used for Project No. CIP 00-140 11th Place On-Street Parking Improvements. Here are the qualified firms:

- CAA, Inc. of Los Angeles County
- CBM Consulting, Inc. of Los Angeles County
- CMTS, Inc. of Los Angeles County
- DGA Consultants, Inc. of Orange County

Staff has negotiated with CBM Consulting, Inc. for a design fee of \$34,650 for Project No. CIP 02-189 Street Improvements – Myrtle Area. The price is 50% below the amount set aside for the design of the project. CBM has also recommended additional streets within the project area in need of repair to be added to this project. The associated fee to design the additional streets is \$26,350. Staff has reviewed these streets and agrees with the recommendation to add them to the project. The additional fee will bring the total to \$61,000. This price is still 12% below the amount set aside for the design of the project.

Analysis:

The additional streets added to the project are shown on the Attachment 1, the project location map. The addition of these streets will make the design and construction of the Myrtle area more cost effective.

The Scope of Services will consist of the following:

A. Preliminary Engineering

Research existing documents such as materials reports and recommendations, record drawings, surveys, and any other available information. Prepare a design report including the proposed treatment of the streets, preliminary quantities, estimate of cost, and a recommendation for project work, within the City's budget.

B. Design Phase

Review all field topographic and elevation control surveys and prepare detailed design plans using AutoCAD software. The plans will also include affected utilities, necessary grades, and base map of striping plans. Submit three sets of plans, technical provisions, cost estimate, copies of field data, worksheets, and utility notices to City for review.

D. Final Engineering

Perform final revisions to the plans and specifications and review them for constructability and quality control to ensure thoroughness and clarity for bidding, construction and inspection. Submit mylar plans, specifications, and cost estimate to City ready for advertising. Submit digital copy of all project files such AutoCAD files, text files, and spreadsheets. Be available for pre-bid questions and attend the pre-construction meeting once a contractor is obtained.

The complete Scope of Services can be found in Exhibit A of the attached Professional Services Agreement.

Fiscal Impact:

Funding is available in the project budget; therefore, there is no fiscal impact at this time.

Alternatives:

1. Approve Staff's recommendation.
2. Reject proposal and send back to Staff for downscale of project to its approved scope.
3. Take no action.

Attachments: 1. Project Location Map
 2. Professional Services Agreement

Respectfully submitted,

Concur:

Tristan D. Malabanan
Assistant Engineer

Harold C. Williams, P.E.
Director of Public Works/City Engineer

Noted for Fiscal Impact:

Concur:

Viki Copeland
Finance Director

Stephen R. Burrell
City Manager