

STAFF REPORT

City of Lancaster

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02/23/16
MVB

Date: February 23, 2016

To: Mayor Parris and City Council Members

From: Jeff Hogan, Development Services Director

Subject: **Professional Services Agreement – Preparation of Hydrology and Hydraulics Analysis; Environmental Document; and Plans, Specifications and Estimates for Avenue K-12 and 5th Street East et al. (Drainage and Street Improvements)**

Recommendation:

Award a professional services agreement with Stantec Consulting Services, Inc., of Lancaster, California, in the amount of \$196,520.00, for the Preparation of Hydrology and Hydraulics Analysis; Environmental Document (ED); and Plans, Specifications and Estimates (PS&E) for Avenue K-12 and 5th Street East et al. (Drainage and Street Improvements) and authorize the City Manager, or his designee, to sign all documents.

The consultant selection process was made in accordance with Government Codes 4526 and 53060.

Fiscal Impact:

\$196,520.00; sufficient funds are available in Capital Improvements Budget Account Nos. 206-17SD026-924, 220-17SD026-924, and 252-17SD026-924.

Background:

The Capital Program Division solicited qualifications and cost for professional engineering services through Request for Proposal No. 631-16 (RFP) to Prepare Hydrology and Hydraulics Analysis; Environmental Document (ED); and Plans, Specifications and Estimates (PS&E) for Avenue K-12 and 5th Street East et al. (Drainage and Street Improvements) on November 19, 2015.

The RFP included a description of services requested, statement of qualifications, proposal submittal requirements, local preference criteria, consultant selection process, and other additional information. Seven (7) consulting firms were invited to respond and three (3) proposals were received from the following:

1. CWE of Fullerton, California
2. Psomas of Santa Clarita, California
3. Stantec Consulting Services Inc. of Lancaster, California

As stated in the RFP, the City used a qualifications and cost based selection process. Proposals were evaluated and scored as follows:

1. Proposal understanding and approach (40 points)
2. Experience with similar types of projects (30 points)
3. Local Participation (7 points)
4. Schedule and Capacity to provide approved deliverables (10 points)
5. Total Cost (15 points)

Proposals were submitted on December 16, 2015, with fee schedules. Proposals were evaluated by a committee based on qualifications and cost and scored as described in the RFP. The committee of three consisted of City Capital Program Division staff. Final consultant ranking was calculated by averaging the proposal evaluation scores.

Stantec Consulting Services, Inc. ranked No. 1 at the end of the selection process. Staff recommends Council approve the professional services agreement with Stantec Consulting Services, Inc.

NK:pjp

Attachment:
Agreement