

Agenda Report

DATE: December 9, 2002

TO: CITY COUNCIL

FROM: CITY MANAGER

SUBJECT: AUTHORIZATION TO ENTER INTO A CONTRACT WITH DAVID EVANS AND ASSOCIATES IN THE AMOUNT OF \$320,000 FOR PROJECT MANAGEMENT SERVICES FOR PARK CAPITAL IMPROVEMENT PROJECTS.

RECOMMENDATION:

It is recommended that the City Council authorize the City Manager to enter into a contract with David Evans and Associates for project management services for park capital improvement projects in an amount not to exceed \$320,000 pursuant to Charter Section 1002(f), contracts for professional or unique services.

BACKGROUND:

The purpose of the contract is to hire a qualified consulting firm to provide project management services for various park capital improvement projects. Over the past two fiscal years, city parks have received approximately \$5.6 million in funding from the passage of two state bonds, competitive grants and residential impact fees. During the next two to three years, staff anticipates a need to contract for consultant services to perform a portion of the work related to the management and conduct of this capital improvement program. The consultant will assist with the following projects: Americans with Disabilities Act improvements, walkway replacement, security lighting, resurfacing and renovation of sports courts, renovation of ball fields, removal of asphalt trails, repair of parking lots, signage, trail definition, irrigation system modifications, bleacher replacement, repair of the casting pond, picnic area renovation, shelters, rubble wall restoration in the Arroyo, and restroom upgrades. The required services will be performed by consultants working in the offices of the Parks and Natural Resources Division.

Scope of Work:

The scope of the project will include; environmental analysis, preliminary engineering, preparation of plans, specifications and estimates, monitoring project

plans, specifications and estimates, monitoring project schedules and budgets, coordination of work with other city departments and outside agencies, overseeing the progress of work schedules, acting as liaison with outside agencies and generally coordinating contractors efforts and administrating the progress of work under the supervision of City staff.

Selection Process:

City staff issued a Request for Proposal (RFP) to thirty-three firms soliciting professional project management services. Six firms submitted proposals: CBM Consulting, David Evans and Associates, DMR Team, Engineering Resources of Southern California, Klienfelder and Smassco. The proposals were scored based on the criteria stated in the RFP: Experience, proposed approach to the project, the consultants understanding of the scope of work, cost of services and local Pasadena preference (see Attachment "A"). City staff interviewed the three firms with the highest score: CBM Consulting, David Evans and Associates and DMR Team. The interviews were scored on the RFP criteria and David Evans and Associates received a score of 90, CBM Consulting was given a score of 71 and DMR Team received a score of 50 (see Attachment "B"). Based on the results of the interview and the review of the proposals, staff recommends the City enter into an agreement with David Evans and Associates for project management services.

FISCAL IMPACT:

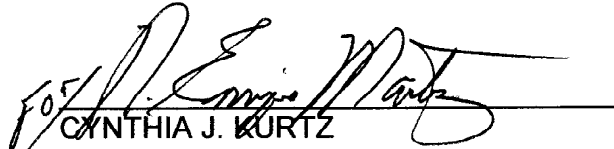
Funding for the proposed services is available in the Capital Improvement Program budgets under the following Parks and Landscaping and Arroyo Projects:

- Park Improvements to Meet ADA Compliance - Phase V (78031)
 - Park Walkway Replacement (78053)
 - Central Park - Walkway Lighting & Security Lighting System - Phase I (78787)
 - Grant Park - Walkway Lighting & Security Lighting System (78040)
 - Memorial Park - Implement Master Plan (78453)
 - Washington Park - Renovate Lower Park Area and Ball field (78529)
 - Resurfacing of Sports Courts (78046)
 - Hamilton Park - New Bleachers and Picnic Shelter (78579)
 - La Pintoresca Park - Replace Picnic Shelter (78790)
 - Allendale Park - Renovate Picnic Area (78788)
 - Allendale Park - Replace Existing Bleachers (78060)
 - Grant Park - Renovate Basketball Court (78041)
 - Allendale Park - Replace Existing Bleachers (78060)
 - Jefferson Park - Replace Existing Bleachers (78022)
 - Brenner Park - Modify Irrigation System (78199)
 - Brookside Park - ADA Compliance Phase V (77568)
 - Brookside Park - Replacement of Walkways
 - Brookside Park - Replacement of Picnic Shelter Roofs (77464)
 - Brookside Park - Repair Parking Lot " I" (77465)
 - Lower Arroyo - Signage, Trail Definition and Restroom Demolition (77414)
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Lower Arroyo - Trail and Rubble Wall Restoration (77406)
Replace La Casita Decorative Wall (77458)
Lower Arroyo - Casting Pond (77459)
Hahamongna Watershed Park (County - 16) - ADA Compliance (77505)
Hahamongna Watershed Park (County - 10) - Remove Asphalt From Existing
Trails (77563)

The term of this contract shall be one year, with the option of four one-year
extensions.

Respectfully submitted,


CYNTHIA J. KURTZ
City Manager

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