

Agenda Report

March 6, 2023

TO: Honorable Mayor and City Council

FROM: Department of Public Works

SUBJECT: CONTRACT AWARD TO DAVID VOLZ DESIGN LANDSCAPE ARCHITECTS, INC.; DAVID EVANS AND ASSOCIATES, INC.; RJM DESIGN GROUP, INC.; AND MOORE IACOFANO GOLTSMAN, INC. FOR ON-CALL LANDSCAPE ARCHITECTURAL SERVICES FOR AN AMOUNT NOT-TO-EXCEED \$500,000 FOR EACH CONSULTANT

RECOMMENDATION:

It is recommended that the City Council:

1. Find the project proposed herein to be categorically exempt under the California Environmental Quality Act (CEQA) Guidelines in accordance with Title 14, Chapter 3, Article 5, Section 15061(b)(3), the General Rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment;
2. Authorize the City Manager to enter into individual contracts, as the result of a competitive selection process specified by Section 4.08.047 of the Pasadena Municipal Code, with David Volz Design Landscape Architects, Inc.; David Evans and Associates, Inc.; RJM Design Group, Inc.; and Moore Iacofano Goltsman, Inc. for On-Call Landscape Architectural Services for a total amount not-to-exceed \$500,000 for each consultant over a four-year term. Competitive bidding is not required pursuant to City Charter Section 1002(F) (contracts for professional or unique services); and
3. Authorize the City Manager to extend the term of the contracts as necessary without increasing the not-to-exceed amount.

BACKGROUND:

The Department of Public Works is seeking qualified on-call landscape architectural services consultants to provide professional services on an as-needed basis for the City of Pasadena's Capital Improvement Program (CIP) over the next four years. The scope of work may include, but is not limited to, performing preliminary studies; developing and reviewing design options; managing the project schedule; defining detailed project

scopes of work; performing site visits; preparing project documents such as project specifications, plans, bid schedule, and cost estimates; providing 2-D and 3-D renderings; and performing quality assurance checks and quality control of all project documents for accuracy, adherence to applicable codes and completeness.

The selected consultants will provide services when City staff is not readily available, or when services exceed the expertise and/or qualifications of City staff. Landscape architectural services will be mostly utilized for projects within the Parks and Landscaping – Parks Projects, and the Arroyo Projects sections of the Capital Improvements Program.

When individual projects are identified, these four contracted consultants will be solicited for project-specific proposals. Consultant selection for individual projects will be based on qualifications, expertise, time availability, and cost specific to project scope. When a consultant is selected for a project, a purchase order will be issued against the consultant's master contract, and their services will be funded by the individual CIP project.

The Department of Public Works issued a Request for Proposals (RFP) for On-Call Landscape Architectural Services on May 19, 2022. The City received eight responsive proposals on June 16, 2022 in response to the RFP.

Below is a list of the eight responsive proposers:

FIRM	CITY	
David Volz Design Landscape Architects, Inc.	Costa Mesa	Shortlisted for Interviews
David Evans and Associates, Inc.	Ontario	
RJM Design Group, Inc.	San Juan Capistrano	
Moore Iacofano Goltsman, Inc.	Pasadena	
Stoss, Inc.	Los Angeles	
SWA Group, Inc.	Los Angeles	Others
Kimley-Horn and Associates, Inc.	Los Angeles	
SALT Landscape Architects, Inc.	Los Angeles	

Based on the evaluation procedures and criteria specified in the RFP, proposals were scored and ranked by a selection committee comprised of staff from the Public Works Department and the Planning and Community Development Department. Consistent with City's Municipal Code, local Pasadena-based firms were granted five additional points in the scoring of their proposals and interviews. The five highest-scoring consulting firms were interviewed by the selection committee between October 18 and October 20, 2022. Attachment A summarizes the selection committee's scoring for all proposing firms based on established evaluation criteria.

The top four ranked firms are recommended to provide on-call landscape architectural services. Each selected firm demonstrated notable knowledge and experience in

landscape architecture design, facilitating and conducting public outreach meetings, developing plans and specifications, and can provide a full range of specialists for landscape architectural tasks.

David Volz Design Landscape Architects, Inc. is located in Costa Mesa and has been providing landscape architectural services to public agencies for the past 20 years. This firm has worked on a range of projects including irrigation upgrades, preparing master plans and construction documents for neighborhood parks, golf course rehabilitation, trails, bikeways, and parking lots. David Volz Design Landscape Architects, Inc. has previously provided on-call landscape architectural services for the Department of Public Works amounting to approximately \$250,000. Previous projects include Lamanda Park Library Pocket Park and Vina Vieja Park Pickleball Courts. The firm currently has on-call agreements with two dozen public agencies in Southern California, including the cities of Long Beach, Anaheim, Stanton, Lawndale and Glendale.

David Evans and Associates, Inc. (DEA) is located in Ontario and has been providing landscape architectural services to the public and private sectors for 42 years. Founded in 1976, DEA employs more than 900 professionals firm-wide, including 80 local staff in Southern California. The firm's experience includes landscape design services for park and recreation areas, playgrounds, sports fields, trails, streetscapes and highways, and residential and commercial site planning. David Evans and Associates, Inc. has previously provided on-call landscape architectural services for the Department of Public Works amounting to approximately \$447,000. Previous projects include La Pintoresca Skate Park, Citywide Park Asset Assessment, and Peer Review of Playhouse District Park plans and specifications. The firm has also worked with numerous Southern California municipalities including the cities of San Gabriel, Indio, Brea, Garden Grove, and Diamond Bar. The firm's core subconsultant team consists of two Pasadena firms.

RJM Design Group, Inc. is located in San Juan Capistrano and has a staff of 17 landscape architects and professionals. Since 1987, the firm has provided professional landscape architecture services for numerous municipal clients and specializes in a variety of projects including streetscapes, median improvements, park improvements, open space and trails, sports facilities, aquatics facilities, urban design, and more. RJM Design Group, Inc. has provided on-call consultant services to numerous counties, cities, and agencies including the cities of Mission Viejo, Long Beach, Chino, Chino Hills, Aliso Viejo, Lake Forest, Huntington Beach, and Newport Beach, and the Los Angeles Department of Public Works.

Moore Iacofano Goltsman, Inc. is located in Pasadena and has been providing landscape architectural services to the public and private sectors for over 40 years. The firm has provided professional landscape architecture services from concept to construction, feasibility studies, master plans, design guidelines, grant assistance, and program development projects. The firm is experienced in a wide variety of projects including recreational facilities, streetscapes, housing, and master plans/design guidelines. Moore Iacofano Goltsman, Inc. has previously provided on-call landscape architectural services for the Department of Public Works amounting to approximately

\$580,000. Previous projects include Arroyo Seco Signage Program, Desiderio Neighborhood Park, and Playhouse District Park. The firm currently holds on-call agreements with numerous public agencies in the region, including County of Los Angeles Department of Public Works, and City of Los Angeles.

It is recommended that the City enter into contracts with David Volz Design Landscape Architects Inc.; David Evans and Associates, Inc.; RJM Design Group, Inc.; and Moore Iacofano Goltsman, Inc. for an amount not-to-exceed \$500,000 each over a four-year term commencing on the date that each contract is fully executed.

COUNCIL POLICY CONSIDERATION:

This contract is consistent with the City Council's goal to improve, maintain and enhance public facilities and infrastructure in order to promote quality of life and local economy; ensure continued operation; and support institutions that serve the needs of Pasadena's diverse residents and families.

ENVIRONMENTAL ANALYSIS:


These contracts have been determined to be categorically exempt under the CEQA Guidelines in accordance with Title 14, Chapter 3, Article 5, Section 15061(b)(3), the General Rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. These contracts would retain consultants for professional landscape architectural services only. The specific designs and subsequent construction of capital improvement projects will be subject to appropriate project-level environmental review at the time each is brought forward for first discretionary action.

FISCAL IMPACT:

The combined cost of these contracts is a maximum of \$2,000,000 over four years. Funding for this action exists within various budgeted capital project appropriations in the CIP. Funding availability for each project will be evaluated on an as-needed basis. It is anticipated that all the costs for these four-year contracts will be spent between Fiscal Year (FY) 2023 and FY 2027.

There is no anticipated fiscal impact on the General Fund. Capital projects using on-call landscape architectural services are typically funded with Residential Impact Fees and/or local and state grants.

Respectfully submitted,



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MIGUEL MÁRQUEZ
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