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File #: ID#2015-0097 Version: 1 Name:
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On agenda: 2/10/2015 Final action:
Title: AWARD PROFESSIONAL SERVICES AGREEMENT FOR CIP 13-664 CITY-WIDE BUILDING & FACILITIES ASSESSMENTS (Assistant to the City Manager Diane Strickfaden)
Attachments: 1. [HermosaBch-Building Assess-CiviSource.pdf](#), 2. [fee schedlue.pdf](#), 3. [PSA 14.018 CivilSource.pdf](#), 4. [list of facilities](#)

Staff Report Text

Honorable Mayor and Members of the Hermosa Beach City Council

Regular Meeting of February 10, 2015

Title
AWARD PROFESSIONAL SERVICES AGREEMENT FOR CIP 13-664 CITY-WIDE BUILDING & FACILITIES ASSESSMENTS
(Assistant to the City Manager Diane Strickfaden)

Body

Recommended Action:

Recommendation

It is recommended that City Council:

1. Award a Professional Services Agreement to Civil Source in the amount of \$143,636 to prepare reports as required pursuant to the City-Wide Building & Facilities Condition Assessment Request for Proposal;
2. Authorize the Director of Public Works to make changes as necessary within the approved budget;
3. Determine whether or not to approve an additional scope of work not to exceed \$80,000 to evaluate City facilities for school use as described; and
4. Appropriate up to \$67,897 from the Capital Improvement Fund for the additional scope of work.

Body

Background:

In November 2014, staff released a Request for Proposals (RFP) to seven firms to perform comprehensive city building and facilities condition assessment services, and to create a final report for the following categories: Asbestos/Lead Testing, Space Planning and Use, Building ADA Compliance and Transition Plan, General Building Conditions (electrical, mechanical, plumbing, paint and architectural) and Public Right of Way ADA Analysis. Firms that received the RFP included PSOMAS, BOA Architecture, CH2M Hill, RBF, Kimley-Horn, Transystems and Civil Source. Only Civil Source and KAO/BOA responded to the RFP.

Proposals were received from the two (2) responding consultants, included pricing results as follows:

KOA/BOA	\$220,000
CivilSource:	\$143,636

Based upon these responses, staff is recommending the selection of Civil Source for their experience with similar projects and for the difference in their quoted fees.

Since receipt of the Civil Source proposal, and prior to a recommendation to award the contract, staff consulted with Civil Source on a possible revised scope of work. Specifically, staff asked Civil Source to also provide an evaluation of all appropriately sized City facilities for what would be required to bring said facilities up to code/legal requirements for potential school or student use. These facilities would include the following:

- City Hall,
- Kiwanis Buildings,
- Base 3 Building,
- Clark Building,
- Community Center,
- South Park Building
- 6th Street Storage Building.

The additional scope of work requested will not exceed \$80,000 if Council chooses to approve it.

Fiscal Implications:

\$155,739 in funding is available in CIP 13-664 project account 001-8664-4201.
\$67,897 is available in the Capital Improvement Fund; the balance of this fund is \$2.6 million.

Attachments:

1. Draft Professional Services Agreement 14.018
2. CivilSource proposal dated 11/6/14
3. Fee Schedule
4. Total List of Facilities to be Assessed

Respectfully Submitted by: Eric Charlonne, Construction Manager (consultant)

Concur: Diane Strickfaden, Assistant to the City Manager

Noted for Fiscal Impact: Viki Copeland, Finance Director

Approved: Tom Bakaly, City Manager