



AGENCY: City Council
MEETING DATE: October 11, 2021
DEPARTMENT: Public Works
PRESENTED BY: A. Huerta
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AGENDA ITEM SUMMARY

TITLE:

Receive Report and Consider Adoption of City Council Resolution Approving Professional Services Agreement with Gutierrez / Associates Architects & Planners to Provide Design and Engineering Services for the Fire Station Rehabilitation Project, City Project No. PWP-00124, and Authorizing City Manager to Execute Contract (Amount Not to Exceed \$199,000; Account No. 424-6126-0731)

ISSUE:

On September 9, 2022, four (4) design firms submitted proposals for engineering and design services for the Fire Station Rehabilitation project. All proposals were timely. The Public Works Department reviewed the proposals and recommend that Gutierrez / Associates Architects & Planners be selected as the design engineering firm for the project. This firm is well qualified to perform the work, and the base proposal cost submitted is below the available funds (\$203,702) in the Community Development Block Grant (CDBG) for the design of the fire station rehab project.

ANALYSIS:

The Fire Station Rehabilitation Project has been on the City's Capital Improvement Project (CIP) list since 2009 and was included in the FY 2022/2023 CIP budget. This scope of work was reviewed and approved by City Council prior to release of the Request for Proposals (RFP) on June 13, 2022. The scope of the project will allow the City to procure a design professional to complete plans and specifications for the fire station to meet seismic retrofit standards and rehabilitate the roof, which is leaking and badly in need of repair. The first RFP closed on July 12, 2022 and the City received no timely proposals. The City solicited another round of proposals and received four (4) timely responses on September 9, 2022. Although all proposals were timely, two were deemed non-responsive.

A review of the nature and quality of the submittals made it clear to staff that Persinger Architects did not have a clear understanding of the project and D&Z Engineering did not provide a Not To Exceed amount as required by the RFP. The proposals submitted by Calpo Hom & Dong Architects and Gutierrez / Associates Architects & Planners provided what staff perceived to be an adequate level of service. Further reference and website checks confirmed that both firms have experience and staff sufficient to complete a job this size. Calpo Hom & Dong's proposal presented the lowest cost for services (only \$90,000), the quoted cost at about ½ the cost of the other firms and the estimated budget, left staff feeling concerned about the value of their proposed services and their understanding of the work to be completed.

Staff feels strongly that Gutierrez / Associates Architects & Planners' organized proposal, concise timeline for design completion, and additional consultants included in their proposal shows their commitment to delivering the City a successful project. One of the most

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important components of a good design is attention to detail and quality control of the submittal, something that was well represented by the submittal from Gutierrez.

RECOMMENDED ACTION:

Adopt resolution approving professional services agreement with Gutierrez / Associates Architects & Planners, to provide design and engineering services for the Fire Station Rehabilitation Project, City Project No. PWP-00124, and authorizing City Manager to execute contract (amount not to exceed \$199,000).

ALTERNATIVE ACTION(S):

1. Adopt Resolution approving Professional Services Agreement with alternate design firm Calpo Hom & Dong Architects, to provide design and engineering services for the Fire Station Rehabilitation Project, City Project No. PWP-00124, and authorizing City Manager to execute contract (Amount Not to Exceed \$90,000); or
2. Reject all proposals and solicit a new Request for Proposals.

ATTACHMENTS:

1. Resolution to approve Professional Services Agreement Gutierrez / Associated Architects & Planners
2. Draft Gutierrez contract

NOTIFICATION:

1. D & Z Engineering; Jim Dillingham, PE Project Manager
2. Persinger Architects; Alexis Persinger, AIA Principal
3. Calpo Hom & Dong; Dennis Dong, AIA, CSI, Principal in Charge
4. Gutierrez / Associates Architects & Planners; Efren Gutierrez, Principal Architect