



## CITY COUNCIL STAFF REPORT

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**TO:** City Council

**DATE:** June 22, 2026

**DEPARTMENT:** Public Works/Engineering

**PREPARED BY:** Chantell O'Neal, Assistant Director; Engineering

**PRESENTER:** Alfredo Huerta, Assistant City Engineer

**AGENDA TITLE:** Receive Report and Consider Adoption of City Council Resolution Approving Professional Services Agreement with Lumos and Associates, Inc. in a Not to Exceed Amount of \$55,000 Per Year Over Two Years for a Total of \$110,000 to Provide On-Call Engineering Services, and Authorizing City Manager to Execute Contract

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### RECOMMENDATION

Adopt Resolution Awarding a Two-Year Contract to Lumos & Associates, Inc. in an amount not to exceed \$110,000, and authorize the City Manager to execute the Agreement.

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### BACKGROUND

The City relies on on-call engineering and surveying services to supplement staff capacity, provide specialized technical expertise, and support timely delivery of capital projects, development review, and operational needs. The current on-call contract expires June 30, 2026, requiring a new procurement to ensure uninterrupted support.

On May 4, 2026, the City issued a Request for Proposals (RFP) for a two-year on-call contract beginning July 1, 2026. The RFP incorporated targeted federal-compliance language recommended by Caltrans so that the resulting contract may be used for federally reimbursable work, including emergency response. These additions do not change the City's selection process but ensure the contract remains eligible for federal participation if needed.

Federal procurement rules prohibit geographic preference in the selection of architectural and engineering consultants. To remain compliant, the RFP evaluates responsiveness, availability, and cost efficiency rather than physical proximity. This allows the City to consider practical factors such as travel time, mobilization, and cost impacts without violating federal requirements. The RFP uses a best-value evaluation model, where qualifications remain the primary basis of selection and cost is a secondary factor.

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Two proposals were received by the May 28 deadline, one from Lumos & Associates and one from Brelje & Race Consulting Engineers. These proposals were evaluated by a three-member staff panel using the criteria established in the RFP.

**DISCUSSION AND ANALYSIS**

The evaluation panel independently scored each proposal using the weighted criteria in the RFP:

- **Qualifications & Experience** – 40%
- **Understanding of City Needs & Technical Approach** – 25%
- **Responsiveness, Availability & Capacity** – 20%
- **Cost Efficiency** – 15%

**Evaluation Results**

Firm	Reviewer 1	Reviewer 2	Reviewer 3	Average
<b>Lumos &amp; Associates</b>	98	93	95	<b>95.3</b>
<b>Brelje &amp; Race</b>	95	94	86	<b>91.7</b>

Two of the three reviewers ranked **Lumos & Associates** as the top candidate. The third reviewer scored Lumos one point below Brelje & Race, with the difference occurring in the **cost efficiency** category—the lowest-weighted factor under the City’s federally compliant evaluation model. When averaged, Lumos received the highest overall score.

Lumos currently serves as the City’s on-call engineer and Acting City Engineer/Surveyor under a contract expiring June 30, 2026. Their proposal demonstrates strong continuity of service, deep familiarity with the City’s infrastructure, and an established working relationship with staff. Lumos has been actively supporting multiple ongoing City projects, including the Raw Water Line Project, Bainbridge Park Improvements, drainage evaluations, and development review. Their institutional knowledge reduces onboarding time and supports efficient project delivery.

Responsiveness and availability were key considerations. Lumos has consistently demonstrated the ability to respond quickly to urgent issues. They have also reduced travel-related costs by waiving manager travel time and coordinating site visits with City crews when possible. These practices directly support the City’s cost-conscious approach to on-call work.

Brelje & Race submitted a strong proposal with extensive regional experience. However, their team would require time to become familiar with Fort Bragg’s infrastructure and internal

processes, and several specialized services would be subcontracted, potentially affecting turnaround times.

Based on the evaluation results, continuity of service, demonstrated responsiveness, and overall best value, staff recommends awarding the two-year on-call engineering and surveying contract to Lumos & Associates, Inc.

The City anticipates budgeting approximately **\$55,000 per year**, for a total of **\$110,000** over the contract term. Actual expenditures will vary based on task orders issued.

### **FISCAL IMPACT/FUNDING SOURCE**

Costs associated with this contract will be funded through approved Public Works general fund operating budget, water enterprise, waste water enterpris, and capital project budgets on an as-needed basis.

### **ENVIRONMENTAL ANALYSIS:**

Authorization of this contract is not subject to CEQA because it is not a project (§ 21065. PROJECT), any actions resulting from work performed under this contract in preparation for a project will be evaluated on an individual case basis; and

### **STRATEGIC PLAN/COUNCIL PRIORITIES/GENERAL PLAN CONSISTENCY**

Award of this contract supports multiple City Council priorities, including maintaining reliable public infrastructure, improving service delivery, and ensuring efficient use of limited staff resources. The on-call engineering contract provides essential technical capacity for capital projects, development review, and emergency response, directly supporting the City's goals for operational resilience and infrastructure stewardship. The contract is also consistent with the General Plan's Public Facilities and Services Element, which calls for maintaining safe, functional, and well-managed public infrastructure systems. Incorporating federal compliance requirements ensures the City remains eligible for federal reimbursement when applicable, further supporting long-term fiscal sustainability.

### **ALTERNATIVES:**

#### **1. Award the Contract to Brelje & Race Consulting Engineers**

Council may choose to award the contract to Brelje & Race, the other qualified proposer. While Brelje & Race submitted a strong proposal with extensive regional experience, this alternative would require a transition period for the consultant to become familiar with Fort

Bragg's infrastructure, standards, and ongoing projects. This may temporarily reduce responsiveness and increase staff oversight needs.

## **2. Reject All Proposals and Re-Issue the RFP**

Council may direct staff to reject all proposals and re-issue the RFP. This alternative would delay execution of a new contract beyond the June 30 expiration of the current agreement, creating a gap in engineering support and potentially delaying active and upcoming capital projects, development review, and emergency response capabilities.

## **3. Take No Action**

If Council takes no action, the current on-call contract will expire on June 30, 2026, leaving the City without an on-call engineering consultant. This would significantly impact the City's ability to deliver capital projects, perform timely technical review, and respond to urgent infrastructure issues.

### **ATTACHMENTS:**

1. Draft Resolution
2. Lumos & Associates Proposal
3. Brelje & Race Proposal
4. Draft Professional Services Agreement

### **NOTIFICATION:**

1. Lumos & Associates
2. Brelje & Race