



City of Huntington Beach

File #: 22-030

MEETING DATE: 1/18/2022

REQUEST FOR CITY COUNCIL ACTION

SUBMITTED TO: Honorable Mayor and City Council Members

SUBMITTED BY: Sean Joyce, Interim City Manager

PREPARED BY: Chris Slama, Director of Community & Library Services

Subject:

Approve and authorize execution of Professional Services Contracts for On-Call Professional Design/Landscape Architectural Services with David Volz Design, Integrated Consulting Group, Inc., Michael Baker International, Inc., Moore Iacofano Goltsman, Inc., NUVIS, and RJM Design Group, Inc. each in an amount not to exceed \$1,000,000 over a three-year term

Statement of Issue:

The Community & Library Services and Public Works Departments require professional design/landscape architectural services on an on-call, as-needed basis for landscape design and construction administration for capital projects and city facilities.

Financial Impact:

More than \$3.5 million in park development projects are included in the FY 2021/22 Capital Improvement Program (CIP). With additional projects anticipated to be scheduled in future years, there is a need to approve new professional services contracts for project design, efficiency and continuity purposes. The six recommended contracts, totaling a not-to-exceed amount of \$1.0 million each, will be funded as needed. As such, no additional funding is required for this action.

Recommended Action:

A) Approve and authorize the Mayor and City Clerk to execute a "Professional Services Contract Between the City of Huntington Beach and David Volz Design Landscape Architects, Inc. for As-Needed Professional Design/Landscape Architectural Services" in an amount not to exceed \$1,000,000 over a three-year term; and,

B) Approve and authorize the Mayor and City Clerk to execute a "Professional Services Contract Between the City of Huntington Beach and Integrated Consulting Group, Inc. for As-Needed Professional Design/Landscape Architectural Services" in an amount not to exceed \$1,000,000 over a three-year term; and,

C) Approve and authorize the Mayor and City Clerk to execute Professional Services Contract

Between the City of Huntington Beach and Michael Baker International, Inc. for As-Needed Professional Design/Landscape Architectural Services” in an amount not to exceed \$1,000,000 over a three-year term; and,

D) Approve and authorize the Mayor and City Clerk to execute a “Professional Services Contract Between the City of Huntington Beach and Moore Iacofano Goltsman, Inc. (MIG, Inc.) for As-Needed Professional Design/Landscape Architectural Services” in an amount not to exceed \$1,000,000 over a three-year term; and,

E) Approve and authorize the Mayor and City Clerk to execute a “Professional Services Contract Between the City of Huntington Beach and NUVIS for As-Needed Professional Design/Landscape Architectural Services” in an amount not to exceed \$1,000,000 over a three-year term; and,

F) Approve and authorize the Mayor and City Clerk to execute a “Professional Services Contract Between the City of Huntington Beach and RJM Design Group, Inc. for As-Needed Professional Design/Landscape Architectural Services” in an amount not to exceed \$1,000,000 over a three-year term.

Alternative Action(s):

Do not approve the recommended actions and direct staff accordingly.

Analysis:

The current FY 2021/22 Capital Improvement Program (CIP) includes over \$3.5 million in Parks, Facilities and Beach Development projects, and several projects are anticipated to be added throughout the term of the contracts.

Proposals for Professional Design/Landscape Architecture Services were requested and submitted in compliance with Chapter 3.03 of the Huntington Beach Municipal Code. Thirteen proposals were received and staff from Public Works and Community & Library Services reviewed and ranked the submittals based on firm qualifications, experience, staffing, and project understanding and methodology (Attachment 7).

Based on this review, staff is recommending contract awards to the following six firms: 1) David Volz Design, 2) Integrated Consulting Group, Inc., 3) Michael Baker International, Inc., 4) Moore Iacofano Goltsman, Inc., 5) NUVIS, and 6) RJM Design Group, Inc. These professional service contracts allow the Community & Library Services and Public Works Departments to utilize professional landscape services in a timely manner on an on-call, as-needed basis for a wide variety of projects, including new development, refurbishing, building design, and environmental assessment.

The contracts will also allow each vendor’s area of expertise to be utilized as needed and based on availability for scheduled and upcoming projects. Funding sources for work on various CIP projects will be the City Council approved CIP budget. The contracts provide for a three-year contract term with a total budget not to exceed \$1,000,000 for each vendor. The \$1,000,000 amount is a not-to-

exceed limit only, and not a guaranteed amount. The City will issue task orders for each project based upon the scope of services. For task orders greater than \$50,000, the City will typically solicit proposals from two or more qualified consultants.

In general, the scope of work for landscape architecture firms may involve all phases of a development project. The following summarizes the major elements of the scope of work included in the RFP.

Preliminary Plans and Design - Prepare alternative preliminary layouts, surveying, architectural services, and estimates of probable cost for alternatives, and prepare details and calculations. Present alternatives, as needed at staff and/or City Council meetings, and provide recommendations and analyses of the advantages of each alternative.

Entitlements/Permits - As a primary consultant, assist the City in obtaining entitlements and approvals from applicable agencies for environmental and/or other permits as may be required.

Construction Documents - Prepare designs, plans, specifications, cost estimates and contract bidding documents. The City shall review the construction documents at the preliminary engineering, 60%, 90%, and final documents stages.

Landscape, Architectural, Engineering Services - Provide landscape, architectural, planning, and design services primarily for existing City Parks, facilities, Community Centers, Clubhouses, i.e., tenant improvements, ADA modifications, etc., and park developments, as well as City medians and public spaces. Prepare sketches, renderings, and materials boards providing alternative architectural concepts, designs, and options that can be applied to project requirements. Prepare construction drawings for bidding and archival purposes, as well as technical specifications for materials and methods.

Technical Reports and Analysis - Prepare needs assessments, master plans, and technical studies such as park development fee analysis, including public outreach, community workshops and surveys.

Bidding Stage - Assist the City in answering bidders' questions, attend pre-bid conferences and job walks, prepare addenda, analyze bids, and recommend award.

Construction Stage - Attend pre-construction conference, monitor construction schedule, visit construction site as required for progress and quality of work. Assist the contract manager, contractor, and inspector with interpretation of the plans, and specifications, analysis of changed conditions, development of corrective action, review of shop drawings, and as-built drawings.

In addition to the services listed above, through the use of sub-consultants or in-house personnel, landscape architect firms may be required to perform environmental assessments, civil and soils engineering and building architecture.

Given the breadth of services required, it is customary to have more than one qualified landscape

architecture firm available to provide specific areas of expertise and to accommodate potential scheduling issues. The City then has the option of selecting either one of these firms to consult on a project.

Current FY 2021/22 CIP Projects requiring landscape architectural services include Marina Park Rehabilitation, Edison Park Reconfiguration, as well as Carr Park improvements. Additional park development projects will be added to future CIP's.

Environmental Status:

Not applicable - Once initiated, specific projects will go through the appropriate entitlement process.

Strategic Plan Goal:

Infrastructure & Parks

Attachment(s):

1. Professional Services Contract between the City of Huntington Beach and David Volz for On-Call Professional Design/Landscape Architectural Services
2. Professional Services Contract between the City of Huntington Beach and Integrated Consulting Group, Inc. for On-Call Professional Design/Landscape Architectural Services
3. Professional Services Contract between the City of Huntington Beach and Michael Baker International, Inc. for On-Call Professional Design/Landscape Architectural Services
4. Professional Services Contract between the City of Huntington Beach and Moore Iacofano Goltsman, Inc. for On-Call Professional Design/Landscape Architectural Services
5. Professional Services Contract between the City of Huntington Beach and NUVIS for On-Call Professional Design/Landscape Architectural Services
6. Professional Services Contract between the City of Huntington Beach and RJM Design Group, Inc. for On-Call Professional Design/Landscape Architectural Services
7. Rating sheet list of On-Call Professional Design/Landscape Architectural Proposals