



# CITY OF LONG BEACH

# R-19

DEPARTMENT OF FINANCIAL MANAGEMENT

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January 4, 2011

HONORABLE MAYOR AND CITY COUNCIL  
City of Long Beach  
California

## RECOMMENDATION:

Adopt Specifications No. PRM10-011 authorizing the City Manager to execute contracts and any amendments thereto with RJM Design Group, Inc., of San Juan Capistrano, CA; MIG, Inc., of Fullerton, CA; Richard Fisher Associates of Santa Ana, CA; Jon D. Cicchetti, of Long Beach, CA; and Cummings Curley and Associates, Inc., of Long Beach, CA, for as-needed landscape architectural services in a total amount not to exceed \$875,000 annually, for a period of one-year, with the option to renew for one additional one-year period, at the discretion of the City Manager. (Citywide)

## DISCUSSION

City Council approval is being requested to enter into annual contracts for as-needed landscape architectural services that support the Department of Parks, Recreation and Marine on various improvement projects. A multiple award is recommended due to the number and variety of projects throughout the City. These contracts are required to assist City staff with park and streetscape design, park renovation, water conservation and irrigation, and various other landscape architectural services as necessary. The requested annual amount of \$875,000 is based on budgeted funding for the projects.

A Request for Proposals (RFP) for providing as-needed landscape architectural services was advertised in the Press-Telegram on January 12, 2010, and 114 potential bidders specializing in landscape architectural services were notified. Of those bidders, 87 downloaded the bid via our electronic bid system. The RFP document was made available from the Purchasing Division, located on the seventh floor of City Hall, and the Division's website at [www.longbeach.gov/purchasing](http://www.longbeach.gov/purchasing). An RFP announcement was also included in the Purchasing Division's weekly update of Open Bid Opportunities, which is sent to 30 local, minority and women's business groups. Thirty-one proposals were received. Of those 31 bidders, six were Minority-owned Business Enterprises (MBEs), five were Women-owned Business Enterprises (WBEs), five were Small Business Enterprises (SBEs), and three were Long Beach businesses (Local). RJM Design Group, Inc., of San Juan Capistrano, CA (SBE), MIG, Inc., of Fullerton, CA (WBE), Richard Fisher Associates of Santa Ana, CA (not an MBE, WBE, or

SBE), Jon D. Cicchetti, a Long Beach-based business (not an MBE, WBE, or SBE), and Cummings Curley and Associates, Inc., a Long Beach-based business (SBE), were recommended for award. These vendors were chosen based upon demonstrated competence in landscape architectural service and performance experience including local knowledge and public agency experience.

### **Local Business Outreach**

Our outreach goal during the RFP process is to encourage Long Beach businesses to participate in City procurement processes and submit proposals for City contracts. We assist businesses with registering on our Bids Online database to download the bid specifications. Six Long Beach vendors were contacted to offer local outreach, of which all six downloaded the RFP, and three submitted proposals. The Purchasing Division is committed to continuing to perform outreach to local vendors to expand the bidder pool.

This matter was reviewed by Deputy City Attorney Amy R. Burton on December 13, 2010 and Budget Management Officer Victoria Bell on December 15, 2010.

### **SUSTAINABILITY**

- **Environmental benefits** - The landscape architect firms selected have demonstrated knowledge and experience in designing projects that include storm water run-off and collection, recycled materials, water-conserving irrigation, water-conserving plant material, and overall environmental and ecological site considerations.

### **TIMING CONSIDERATIONS**

City Council action to award contracts is requested January 4, 2011 to ensure that contracts are in place expeditiously.

### **FISCAL IMPACT**

The requested annual amount of \$875,000 is currently budgeted for various projects within the Capital Improvement Program (CIP) in the Departments of Parks, Recreation and Marine (PR) and Public Works (PW). This recommendation anticipates a positive local job impact.

SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,



ERIK SUND  
ACTING DIRECTOR OF FINANCIAL MANAGEMENT



*for* PHIL T. HESTER  
DIRECTOR OF PARKS, RECREATION AND MARINE

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APPROVED:



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PATRICK H. WEST  
CITY MANAGER