



Legislation Text

File #: 06-1329, **Version:** 1

Recommendation to award contracts to Katherine Spitz Associates, Inc.; Nuvis; David Volz Design; Hirsch & Associates, Inc.; RBF Consulting; Melendrez; Moore Iacofano Goltsman, Inc.; and RJM Design Group, Inc., for as-needed landscape architecture services for a three-year, as-needed service contract, with a maximum authorized amount of \$600,000 over the three-year period. (Citywide)

Various Capital Improvement Program projects throughout the City require the as-needed services of a landscape architecture firm to assist City staff with landscape, irrigation, streetscape, and park design; cost, quality, and schedule control; and to ensure that the quality of materials and workmanship meet the requirements of the plans and specifications.

A Request for Proposal (RFP) process was conducted, in accordance with Administrative Regulation 8-4, "Selecting Professional Consultants," to secure these professional services. The RFP was distributed through the City's website. Twelve firms submitted proposals and eight firms were invited to interview. A Review Committee, comprising City staff from multiple departments, reviewed the submitted proposals and selected the following eight firms to provide as-needed landscape architecture services, based upon the firms' proposals, oral interviews, experience, references, and range of services:

- Katherine Spitz Associates, Inc.
- Nuvis
- David Volz Design
- Hirsch & Associates, Inc.
- RBF Consulting
- Melendrez
- Moore Iacofano Goltsman, Inc.
- RJM Design Group, Inc.

Additional information on the location and ownership of the firms is attached (Attachment A). We are recommending that each of these firms be issued a three-year, as-needed service contract, with a maximum authorized amount of \$600,000 over the three-year period. As individual project needs are identified, a "project specific" scope of work will be issued. Each scope of work will be funded with Capital Improvement Program funds allocated to projects requiring these services.

This item was reviewed by Deputy City Attorney Gary Anderson on December 1, 2006, and Budget Management Officer David Wodynski on November 30, 2006.

City Council action is requested on December 19, 2006, to keep current projects on schedule, and to ensure the availability of professional services for upcoming projects.

The eight contract awards are for a maximum of \$600,000 each over a three-year period, for an aggregated maximum total of \$4,800,000. Sufficient funds to support these services will be budgeted in various Capital Improvement Projects within the specific departments. All work will be contingent upon annual appropriations by the City Council.

Approve recommendation.

PHIL T. HESTER
DIRECTOR OF PARKS, RECREATION AND MARINE

APPROVED:

GERALD R. MILLER
CITY MANAGER