



Staff Report

TO: City Council
FROM: Kristine Day, Assistant City Manager
DATE: July 20, 2021
SUBJECT: Award a Professional Services Agreement to LPA, Inc. for the City of Beaumont Police Station Feasibility Study (PS-01) in an Amount Not to Exceed \$157,010 and authorize the City Manager to Sign Change Orders in the Amount of \$20,000 for a Total Contract Amount Not to Exceed \$177,010

Background and Analysis:

In June 2020, the City Council approved the 5-year Capital Improvement Plan (CIP) which included a project for the New Police Station Feasibility Study (PS-01) with \$250,000 of Police Facilities Mitigation DIF funding. This project is intended to prepare the City for future police station needs and will provide for facility and site planning, conceptual drawings and probable construction costs. The consultant will provide a space needs analysis by population growth, multiple facility tours of recently constructed facilities, floor plan development and building elevations, probable construction cost estimates for the facility and a final report to the City Council.

City staff prepared a Request for Proposal (RFP) for the Police Station Feasibility Project (Project). The Project was advertised on April 19, 2021, via PublicPurchase.com and 244 firms accessed the proposal. City staff received seven timely (7) proposals. Each firm was evaluated by a five-person panel based on the following criteria:

- Project Approach, Work Plan and Duration (30%);
- Project Team Organization and Qualifications (25%);
- Related Experience and Past Projects (25%);
- References (10%); and
- Proposed Fee (10%).

City staff interviewed the firms with the top three scores on June 18, 2021, and is recommending that the project be awarded to LPA, Inc. Their proposal and interview was the most comprehensive, contained the best value for services provided,

demonstrated a proven track record on projects of similar size and scope, as well as thorough understanding of the City's needs. LPA, Inc.'s original price for the scope of work was \$167,890 however, staff was able to negotiate a reduction in fees to \$157,010.

Fiscal Impact:

The professional services agreement in an amount not to exceed \$157,010 for the Police Station Feasibility Project will be paid from the CIP project account PS-01. City staff estimates the cost to prepare this report was \$2,340.

Recommended Action:

Award a Professional Services Agreement to LPA, Inc., for the City of Beaumont Police Station Feasibility Study (PS-01) in an amount not to exceed \$157,010 and authorize the City Manager to sign change orders in the amount of \$20,000 for a total contract amount not to exceed \$177,010.

Attachments:

- A. Professional Services Agreement
- B. LPA, Inc. Proposal