



Staff Report

TO: Mayor and City Council Members
FROM: Jeff Hart, Public Works Director
DATE May 19, 2020
SUBJECT: Award a Professional Services Agreement to Cozad & Fox, Inc., for the Feasibility and Design of the Second Street Extension Project in an Amount Not to Exceed \$199,915

Background and Analysis:

As part of the five-year capital improvement plan (CIP), the City Council approved a project for the feasibility and design of the extension of Second Street from the westerly boundary of the Home Depot shopping center to the projected intersection at Pennsylvania Avenue. This project will consist of two phases with the first phase looking at potential construction issues, preliminary environmental review and probable cost estimates. The second phase would consist of completing necessary California, Environmental Quality Act (CEQA) environmental studies, regulatory compliance documents and the production of construction plan drawings. The phased approach allows the City Council to terminate this project at any phase should the probable cost estimates exceed funds available.

Staff prepared a Request for Proposal (RFP) for the Second Street Extension Project. The project was advertised March 3, 2020, and eight (8) proposals were received on April 6, 2020. Each firm was evaluated by a three-person panel based on the following criteria:

- Project Approach and Scope of Services (30%),
- Project Team Organization and Qualifications (25%),
- Related Experience and Past Projects (25%),
- References (10%), and
- Proposed Fee (10%).

Staff recommends the selection of Cozad & Fox, Inc., to perform the engineering services for the project as their proposal was the most comprehensive, contained the best value for services provided, a proven track record on projects of similar size and

scope, and a thorough understanding of the City's needs in order to complete both the feasibility analysis and final engineering. The original price for the scope above was \$207,617 however, staff was able to negotiate a final price of \$199,915.

Fiscal Impact:

The professional services agreement in an amount not to exceed \$199,915 for the Second Street Extension Design Project will be paid from the CIP project account 2019-009.

Recommended Action:

Award a Professional Services Agreement to Cozad & Fox, Inc., for the feasibility and design of the Second Street Extension Project in an amount not to exceed \$199,915.

Attachments:

- A. Professional Services Agreement – Second Street Extension Design Project
- B. Cozad & Fox, Inc. Proposal