



STAFF REPORT
11/10/2021

TO: Honorable Mayor and City Council Members

FROM: Andrew Simmons, P.E., City Engineer

SUBJECT: Resolution No. 2021-70, a Resolution of the City Council of the City of Coachella adopting Caltrans Local Assistance Procedures Manual Chapter 10: Consultant Selection

STAFF RECOMMENDATION:

Approve Resolution No. 2021-70, a Resolution of the City Council of the City of Coachella adopting Caltrans Local Assistance Procedures Manual (LAPM) Chapter 10: Consultant Selection

DISCUSSION/ANALYSIS:

Title 23 Code of Federal Regulations Part 172 (23 CFR 172) allows Caltrans Division of Local Assistance (DLA) to prescribe the policies and procedures for engineering and design related services, also known as Architectural and Engineering (A&E). Local Public Agencies (LPAs) are responsible for adopting the written policies and procedures prescribed by the awarding State Transportation Agency (STA). FHWA's expectation is to achieve a 100% compliance rate in this area. Past process review findings by DLA showed a significant lack of, or incomplete A&E procurement policies and procedures as one of the most common findings. A non-compliance of this matter can result in a loss of funds and/or other sanctions.

If DLA's policies & procedures are not adopted, then the Independent Office of Audits and Investigations (IOAI) will likely continue to disclose this audit finding. Failure to comply with this requirement may result in loss of funds as well as jeopardizing future opportunities to receive federal and state funds. Staff recommends adopting the Local Assistance Procedures Manual (LAPM) Chapter 10: Consultant Selection to remain in compliance with Caltrans and prevent loss of funds.

FISCAL IMPACT:

The adoption of the LAPM will have no fiscal impact to the City of Coachella.

Attachments:

1. Resolution No 2021-70
2. Chapter 10: Consultant Selection