

EXECUTIVE BRIEF REGULAR MEETING

AGENDA DATE: December 15, 2020

DEPARTMENT: Public Works

TITLE:

Agreement with ACAI Associates for professional services related to the Public Works Fleet Facility design and construction administration services.

SUMMARY:

The Agreement with ACAI Associates authorizes the consultant to proceed with architectural, civil, LEED design and Construction Administration Services for the Public Works Fleet Facility at a cost not to exceed \$780,768.00.

BACKGROUND AND JUSTIFICATION:

The Public Works Department's existing Fleet Facility is approximately 60 years old and is beyond its useful life and cannot be repaired and brought to current building code standards. The Department performed a needs assessment with regards to the uses and needs of other Departments including Public Works and identified the needed sizing, location and features of the Facility to provide value to all the Departments. On January 7, 2020, the City accepted proposals from qualified firms for the assessment, design, bidding and construction administration services. ACAI Associates was the selected firm based on the Selection Committee's review of the submitted proposals and presentations. The Agreement with ACAI Associates will authorize the vendor to proceed with the professional services at a cost not to exceed \$780,768.00.

MOTION:

Move to approve/disapprove the Agreement with ACAI Associates for an amount not to exceed \$780,768.00

ATTACHMENT(S):

Fiscal Impact Analysis
Agreement - ACAI

FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2021	2022	2023	2024	2025
Capital Expenditures	780,768	0	0	0	0
Operating Expenditures	0	0	0	0	0
External Revenues	0	0	0	0	0
Program Income	0	0	0	0	0
In-kind Match	0	0	0	0	0
Net Fiscal Impact	780,768	0	0	0	0
No. of Addn'l Full-Time Employee Positions	0	0	0	0	0

B. Recommended Sources of Funds/Summary of Fiscal Impact:

Account Number	Account Description	Project Number	FY21 Budget	Current Balance	Agenda Expenditure	Balance
530-9010-549-64-30	Machinery and Equipment		1,850,000	1,850,000	\$780,768.00	1,069,232.00