



Legislation Text

File #: 12-0381, **Version:** 1

TO:

Honorable Mayor Powell and Members of the City Council

THROUGH:

David N. Carmany, City Manager

FROM:

Jim Arndt, Public Works Director

Sona Kalapura, Environmental Programs Manager

Gwen Eng, General Services Manager

SUBJECT:..Title

Award of Contract to Mia Lehrer + Associates in an amount not-to-exceed \$37,230 for the Development of a Landscape Master Plan for Veterans Parkway.

APPROVE & APPROPRIATE

RECOMMENDATION:

Staff recommends that the City Council award a contract to Mia Lehrer + Associates for the development of a Landscape Master Plan for Veterans Parkway in an amount not-to-exceed \$37,230.

FISCAL IMPLICATIONS:

Funds totaling \$40,000 are budgeted in the fiscal year (FY) 2012-2013 Capital Improvement Fund for this project. The total cost of the contract with Mia Lehrer + Associates will not exceed \$37,230.

DISCUSSION:

One of the 3-year goals of the City's adopted Strategic Plan is to: "maintain and enhance City facilities, programs and the infrastructure." On September 18, 2012 City Council approved a Scope of Work detailing the need for landscape design and master planning services for the City's Veterans Parkway. This Master Plan will serve as the strategic blueprint for usage and potential improvements to the Veterans Parkway.

Currently, the landscape and maintenance plan for the Veterans Parkway area has moved forward without a specific design in place. As a result, a Request for Proposal (RFP #890-13) was issued to solicit proposals from prospective consultants to develop the Master Plan. The Request for Proposal included the following Scope of Work:

1. Site Analysis and Assessment;
2. Development of Community Outreach, Public Input Process, and Consensus Building;
3. Parkway Master Plan Schematics and Plant Palette;

4. Cost Estimates and Maintenance Plan;
5. Policy for Donations and Volunteers; and a
6. Presentation to City Council for Action

The Request for Proposal, and selection of the firms, placed particular importance on effective community outreach and public input processes that maximize opportunities to develop a community consensus for the proposed Master Plan. The City would like to ensure that the majority of the needs identified by the community are effectively addressed through this process.

The City received twelve proposals. Because this is a professional services contract, selection is based upon many factors including: knowledge and experience with similar projects; experience and tools used for community outreach; approach and understanding of the scope of services; references; staff availability; and cost. Attachment 1 shows the comparison of the consultant proposals received, highlighting the strength of the proposal; the firm's experience with community outreach; methodology; and equivalent experience.

Of the responses, staff selected four firms to be interviewed: Mia Lehrer + Associates, MIG, The Planning Center/DC&E and AHBE Landscape Architects. At the conclusion of the panel interviews, staff selected Mia Lehrer + Associates as the firm best positioned to successfully develop the Landscape Master Plan for Veterans Parkway. This assessment was based on Mia Lehrer + Associates' comprehensive response to the Request for Proposal, their understanding of the required scope of services, qualified project team, and strong experience in preparing similar projects for other local municipalities in California. Several of Mia Lehrer + Associates' client projects are of similar scope and size to Manhattan Beach. References reported Mia Lehrer + Associates to have successfully completed past projects on-time and within budget.

As a result of the proposal, research and interviews, staff recommends that the City Council award a contract to Mia Lehrer + Associates for development of a Landscape Master Plan for Veterans Parkway in an amount not to exceed \$37,230. The City may cancel the contract at any time without cause upon a 30-day notice.

Attachments:

1. Consultant Comparison for Veterans Parkway Landscape Master Plan
2. Professional Services Agreement with Mia Lehrer + Associates
3. Mia Lehrer + Associates Veterans Parkway Proposal
4. Mia Lehrer + Associates Fee Proposal