

REPORT TO CITY COUNCIL

DATE: JULY 26, 2005

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: GREG RAMIREZ, CITY MANAGER

BY: JIM THORSEN, ASSISTANT CITY MANAGER

SUBJECT: REQUEST FOR APPROVAL TO HIRE PARSONS TRANSPORTATION GROUP, INC., TO PERFORM CONSTRUCTION MANAGEMENT SERVICES FOR THE KANAN ROAD INTERCHANGE PROJECT

The purpose of this item is to receive City Council approval to enter into a professional services agreement with Parsons Transportation Group, Inc., (Parsons) to perform construction management services for the Kanan Road interchange project.

Caltrans requires the City to oversee the construction of the Kanan Road Interchange project. Therefore, a construction management firm must be employed to oversee this task. On April 29, 2005, staff sent out a Request for Proposals (RFP) to engineering and construction management firms for the Kanan Road interchange project. A pre-proposal meeting was conducted on May 19 and final technical proposals and separate cost proposals were submitted on June 2, 2005. City staff received proposals from three reputable, well established, and qualified firms. The firms included Parsons, Washington Group International, and Harris & Associates. City staff and our design consultant (Willdan Associates) interviewed all three firms.

Based upon the interviews, it was conclusively decided that Parsons was the most qualified firm. Parsons' technical expertise, quality of staff, and project approach will best fit this community. In addition, Parsons' resident engineer (full-time project manager) lives in Agoura Hills within a half mile from the project. This will be a large advantage from a functional, practical, and emergency basis.

Staff has reviewed the cost proposal from Parsons and has negotiated an agreeable price of \$1,245,000. The negotiated fee is within the City's adopted project budget. The other two firms had proposals that ranged from \$1,045,038 to \$1,343,302. The scope of work for the project includes:

- Constructability review of plans and specifications,
- Provide contract administration in conformance with State and Federal guidelines,
- Ensure permit compliance (ACOE, RWQB, DFG, Caltrans, FHWA, etc)
- Coordinate execution of contract and provide schedule monitoring,
- Ensure proper progress payments by contractor,

- Provide change order management,
- Provide construction observation, inspection, surveying, and material/soil testing,
- Review contractor traffic plans and handling,
- Conduct weekly progress meetings,
- Provide final punch list, as-built drawings and ensure project closeout,
- Provide claims assistance, if necessary.

In summary, Parsons has demonstrated they have significant experience with similar projects, are well versed with State and Federal procedures, and have well qualified staff to perform the construction management services to our expectations.

The proposed agreement has been reviewed by Caltrans staff and the City Attorney and approved as to form.

RECOMMENDATION

Staff recommends the City Council:

1. Approve the professional services agreement with Parsons Transportation Group, Inc., for Construction Management Services for the Kanan Road Interchange;
2. Authorize the Mayor to sign the agreement on behalf of the City Council;
3. Authorize the City Attorney to sign the Agreement;
4. Direct the City Clerk to attest to the contract signatures and forward an original copy of the agreement to Parsons.

Attachments: Professional Service Agreement