

REPORT TO CITY COUNCIL

DATE: JUNE 27, 2007

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: GREG RAMIREZ, CITY MANAGER

BY: RAMIRO ADEVA, CITY ENGINEER

SUBJECT: AUTHORIZATION TO SOLICIT PROPOSALS FOR PROFESSIONAL ENGINEERING SERVICES

Since incorporation in 1982, the City has contracted professional engineering services with an outside consultant, Willdan, in order to assist permanent City staff in providing the best service possible to the public. Although Willdan has provided responsive services through the years, staff feels it is necessary to offer the opportunity for other qualified engineering firms to prepare proposals and compete for these services. It will also allow staff to verify that the City is getting the best rates the engineering industry can offer in the current market.

Therefore, staff has prepared a Request For Proposals (RFP) for professional engineering services. The scope of work for this contract includes the following:

- Plan checking of public improvement plans, grading plans, hydrology/drainage reports, subdivision maps.
- Traffic Engineering services which include the review of: technical traffic studies, land development projects, traffic control plans, public infrastructure plans, environmental impact reports.
- Prepare Pavement Management System (PMS) update. This update will include an action plan on how to reach a Pavement Condition Index (PCI) goal of 70 and above for all streets within a 10-year timeframe as previously directed by the Council.
- Capability to do in-house engineering design.
- Provide additional engineering assistance upon request.

Approximately \$150,000 has been set aside in the proposed 2007-08 budget to cover the estimated costs of these services. These funds are a combination of money from the General Fund, Gas Tax, and Traffic Safety accounts. Once Council authorizes staff to seek proposals, RFP's will immediately be routed to prospective firms and planning rooms. The final contract award is anticipated for August 22, 2007.

RECOMMENDATION

Staff respectfully recommends the City Council authorize staff to solicit proposals for professional engineering services.

Attachment: Request For Proposal