

REPORT TO CITY COUNCIL

DATE: NOVEMBER 14, 2007

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: GREG RAMIREZ, CITY MANAGER

BY: AMY BRINK, DIRECTOR OF COMMUNITY SERVICES
CHRIS DODD, ADMINISTRATIVE ANALYST

SUBJECT: REQUEST FOR APPROVAL OF A PROFESSIONAL SERVICES AGREEMENT WITH CWA/AIA, INC., FOR A SITE FEASIBILITY STUDY ON THE NEW AGOURA HILLS RECREATION CENTER

At the May 23, 2007 Budget Workshop, the City Council gave staff direction to seek bids for a new recreation center feasibility analysis. The purpose of the study was to identify three viable locations for a new recreation center within the city limits. The City Council also approved a project budget of \$50,000.

Requests for Proposals were sent to eight firms, two of which responded, the La Canada Design Group and CWA. After reviewing the proposals, staff concluded that CWA had submitted a proposal that was not only more comprehensive, but also included more meetings/discussions with staff and the community than the La Canada Design Group.

Staff has reviewed the cost proposal from CWA and has reached an agreeable price of \$36,440. If desired, CWA will also provide watercolor renderings at a cost of \$8,400. Staff evaluated the proposal from the La Canada Design Group with a cost estimate of \$35,000, but recognized that it was not a complete proposal and did not include renderings or a substantial amount of meeting time with staff.

Based on past experience with CWA (designers of the City's Civic Center and Library complex), staff has a great deal of confidence they can effectively complete the scope of work.

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

RECOMMENDATION

Staff respectfully recommends the City Council approve the professional services agreement with CWA/AIA, Inc., to perform a site feasibility study and provide colored renderings for the new Agoura Hills Recreation Center, not to exceed \$44,840.

Attachments: Professional Services Agreement
Proposal from CWA/AIA, Inc.