



CITY OF COMMERCE AGENDA REPORT

TO: Honorable City Council **Item No. _____**

FROM: City Administrator

SUBJECT: Resolution Adding “Lost West Landscape Architecture & Construction” to the On-Call Professional Services list for Landscape Architecture

MEETING DATE: November 13, 2018

RECOMMENDATION:

Adopt a Resolution Adding “Lost West Landscape Architecture & Construction” to the On-Call Professional Services for Landscape Architecture.

BACKGROUND AND ANALYSIS:

The On-Call Professional Services Agreement for Landscape Architecture was approved by the City Council on January 5, 2016 under Resolution No. 16-08 with a three year contract term. There are four firms currently on the on-call list.

The purpose of on-call professional service agreements is to provide the City with flexibility and enhance the City’s capacity to deliver projects and programs expeditiously while also reducing costs by curtailing the time and effort to solicit various proposals for different projects.

During the term of the on-call agreement, some of the firms are either unresponsive and/or their fees are too high. Therefore, staff would like to have an extensive list of firms for more flexibility and better pricing. Staff therefore recommends “Lost West” be added to the current on-call list for Landscape Architecture.

ALTERNATIVES:

1. Approve staff recommendation.
2. Reject staff recommendation.
3. Provide further direction to staff.

FISCAL IMPACT:

There is no fiscal impact for the addition of Lost West Landscape Architecture & Construction to the on-call list for Landscape Architecture.

RELATIONSHIP TO STRATEGIC GOALS:

The issue before the Council is generally applicable to the following Council's strategic goal, *Implement city business processes and operational efficiencies to streamline the cost of government including the examination and identification of cost of services*, as identified in the 2016 Strategic Plan.

Recommended by: Maryam Babaki, Director of Public Works & Development Services

Prepared by: Jasmin Elepano, Senior Management Analyst

Reviewed by: Vilko Domic, Finance Director

Approved as to form: Noel Tapia, City Attorney

Respectfully submitted: Edgar P. Cisneros, City Administrator

ATTACHMENTS:

1. Resolution
2. Professional Service Agreement
3. Supplemental Questionnaire