



CITY OF COMMERCE AGENDA REPORT

TO: Honorable City Council

Item No. _____

FROM: City Manager

SUBJECT: THE CITY COUNCIL OF THE CITY OF COMMERCE, CALIFORNIA, WILL CONSIDER APPROVING THE ISSUANCE OF A REQUEST FOR STATEMENT OF QUALIFICATIONS (RFQ) FOR ARCHITECTURE AND ENGINEERING SERVICES FOR THE DEVELOPMENT OF A MASTER PLAN, CONCEPTUAL DESIGN AND FEASIBILITY STUDY FOR A NEW TRANSPORTATION MAINTENANCE, PUBLIC WORKS, AND WAREHOUSE FACILITY PROJECT

MEETING DATE: FEBRUARY 4, 2020

RECOMMENDATION:

The City Council will consider approving the issuance of a Request for Qualifications (RFQ) for professional architecture and engineering services for the development of a master plan, conceptual design and feasibility study for a new transportation maintenance, public works, and warehouse facility.

BACKGROUND

On November 25, 2019, the City received approval from the Federal Transit Administration (FTA) to enter the "Project Development" phase of designing a new transportation facility. This notice provided an FTA determination of the project need due to current and anticipated capacity constraints; including future needs such as modernized electric fleets; therefore, the City was granted "pre-award" authority to begin activities related to refining and preparing the project for future design and construction phases, prior to a full funding agreement.

To move forward with the project, there is a need to retain the services of an engineering and design firm to assist the City in preliminary engineering and final design aspects of the project. The engineering design contract will allow the City to complete the Professional Engineering (PE), then evaluate whether to proceed to Final Design, (including delivery of design specifications, cost estimates and bid documents) under this contract or pursue design/build alternatives that would require a new solicitation. The selected consultant team will be expected to provide engineering, architectural and design, planning, support for public outreach and marketing, third party utility coordination, and design project management services.

ANALYSIS:

The scope of work includes the following deliverables:

Site Master Planning

- Task 1: Review existing conditions to gain an understanding of current operating procedures, philosophies, conditions and conduct programming interviews;
- Task 2: Facility programming;
- Task 3: Prepare space needs assessment and programming;
- Task 4: Prepare conceptual design, feasibility study and cost estimates;
- Task 5: Narrative describing the code restrictions, limitations, and requirements for the facility;

Architectural and Engineering Design

- Task 6: Schematic design;
- Task 7: Design development;
- Task 8: Construction contract documents.

Staff anticipates that the engineering design contract will provide substantial opportunities for Disadvantaged Business Enterprise (DBE) and Small and Local Business (SLBE) participation. Every effort will be made to reach out to these business entities and highlight this contracting opportunity. As part of the solicitation, staff will advertise in relevant websites, as well as hold pre-proposal meetings to assist smaller firms in contacting primes.

FISCAL IMPACT

The cost of this phase of the project shall be covered 100% with Federal Grant Funds (5307 Funds) and have no impact to the City's operating budget. The initial phase of this project is anticipated to be approximately \$1 Million for preliminary engineering services. All cost associated with the design work will be covered by Federal, local or regional grants. This project has been approved by Southern California Association of Governments (SCAG), Los Angeles County Metropolitan Authority (Metro) and the Federal Transportation Administration (FTA); and included as part of the regional Federal Transportation Improvement Plan (FTIP - Project ID: LAOG1295).

RELATIONSHIP TO STRATEGIC GOALS:

This agenda item relates to the 2016 Strategic Plan - Goal #6: "Enhance Quality of Life Goal"; as this project helps the City move one step closer to building affordable homes in the community; which improves the quality of life in Commerce.

Prepared and Recommended by: Claude McFerguson, Director of Transportation

Approved by: Daniel Hernandez, Director of Public Works

Fiscal impact reviewed by: Josh Brooks, Acting Director of Finance

Approved as to form by: Noel Tapia, City Attorney

Respectfully submitted: Edgar P. Cisneros, City Manager

ATTACHMENT:

1. RFQ (Request for Qualifications)