



CITY COUNCIL AGENDA REPORT

MEETING DATE: MARCH 18, 2008

ITEM NUMBER: ____

SUBJECT: PROFESSIONAL SERVICES FOR THE MASTER PLANNING OF CERTAIN NEWPORT-MESA UNIFIED SCHOOL DISTRICT SITES

DATE: MARCH 6, 2008

FROM: PUBLIC SERVICES DEPARTMENT/ENGINEERING DIVISION

PRESENTATION BY: PETER NAGHAVI, DIRECTOR OF PUBLIC SERVICES

FOR FURTHER INFORMATION CONTACT: ERNESTO MUNOZ, CITY ENGINEER, (714) 754-5335

RECOMMENDATION:

Award a contract to Schmidt Design Group, Inc., 2655 Fourth Avenue, San Diego, CA 92103, in an amount not to exceed \$247,101.85 for professional services for Master Planning of Certain Newport-Mesa Unified School District Sites. Authorize the Mayor and the City Clerk to execute the Professional Services Agreement for Master Planning of Certain Newport-Mesa Unified School District Sites.

BACKGROUND:

The City of Costa Mesa is an urban municipality that is nearly built out with an increasing demand for sports facilities. The Open Space Master Plan of Parks and Recreation presents a summary of all the existing facilities within the City boundaries and an assessment of the near-term and long-term needs of the community. One of the recommendations within this document is the joint use of school facilities during non-school hours. The City of Costa Mesa and Newport Mesa Unified School District (NMUSD) have successfully entered into a Joint Use Agreement (JUA) for the purpose of providing play and practice fields to local athletic organizations. This partnership has helped with the shortage of fields for the various recreation programs currently being provided; however, the use of these fields is limited due to their layout and age of the facilities. As a result of this, City Council authorized funding in Fiscal Year 2007-2008 for the development of master plans for four school sites: California Elementary School, TeWinkle Middle School, Costa Mesa High School, and Davis (Elementary) School.

ANALYSIS:

City staff has met with representatives from various City departments and NMUSD to develop the scope of work and issued Requests for Proposals (RFP) to qualified consultants. The work under this contract requires that the selected consultant conduct necessary studies and prepare concept plans for each of the sites to determine the most feasible designs for active recreational activities with emphasis on multi-purpose fields; and focused workshops followed by presentations to user groups, NMUSD Joint Liaison Committee and Board, Parks & Recreation and Planning Commissions, and City Council.

Staff advertised the project for the planning and conceptual design phase and received nine proposals on January 24, 2008. A panel of City and NMUSD staff has carefully reviewed the proposals for professional services and finds that Schmidt Design Group, Inc. is well qualified to perform the required professional services. Proposals were reviewed for compliance with the City's Request For Proposals; project understanding and scope of work; related experience; experience of project team; and associated issues. During the evaluation process, Schmidt Design Group, Inc.

presented their firm as having a thorough understanding of the project; and demonstrated substantial experience and technical ability to perform the outlined scope of work. They have indicated that a total of nine months is required to complete the work.

ALTERNATIVES CONSIDERED:

The alternative to this Council action would be to not award a professional services contract and cancel the project. If this alternative is selected, the City of Costa Mesa may continue using these facilities per the approved JUA. However, some of the facilities are in need of immediate maintenance, such as a lighting system at TeWinkle Middle School.

FISCAL REVIEW:

In fiscal year 2007-2008, the Capital Improvement Project budget included \$300,000 in Capital Outlay funds for the master planning of the above-mentioned facilities. These funds will be utilized to cover the planning and conceptual design costs of the subject project.

LEGAL REVIEW:

After the award and subsequent execution of the attached Professional Services Agreement (Attachment 1), a Notice to Proceed will be issued.

CONCLUSION:

It is recommended that the City Council award the design services contract to Schmidt Design Group, Inc. in an amount not to exceed \$247,101.85 and authorize the Mayor and City Clerk to execute the Professional Services Agreement.

ERNESTO MUÑOZ
City Engineer

PETER NAGHAVI
Director of Public Services

MARC R. PUCKETT
Director of Finance

Attachment: [1-Professional Services Agreement](#)

Distribution: City Manager
City Attorney
City Clerk
Director of Finance
Staff
File