



CITY COUNCIL AGENDA REPORT

MEETING DATE: JULY 1, 2008

ITEM NUMBER: ____

SUBJECT: PROFESSIONAL SERVICES FOR THE MASTER PLANNING OF BRENTWOOD PARK AND 261 MONTE VISTA

DATE: JUNE 19, 2008

FROM: PUBLIC SERVICES DEPARTMENT/ENGINEERING DIVISION

PRESENTATION BY: PETER NAGHAVI, DIRECTOR OF PUBLIC SERVICES

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

RECOMMENDATION:

1. Award a contract to David Volz Design Landscape Architecture, Inc., 151 Kalmus Drive, Suite M8, Costa Mesa, CA, 92626, in an amount not to exceed \$84,690.00 for professional services for the Master Planning of Brentwood Park and 261 Monte Vista Avenue.
2. Authorize the Mayor and the City Clerk to execute the Professional Services Agreement.

BACKGROUND:

The City purchased the property located at 261 Monte Vista Avenue on March 16, 2007. This property, which borders Brentwood Park and was previously occupied by a private school facility, was acquired with the intent to expand the existing park facility. The acquired property will provide a total of 2.64 acres of park space.

The existing structures on the newly acquired lot were evaluated for possible repair and restoration. The property inspection reports outlined numerous deficiencies which would have been very costly to correct. As a result, City Council approved funding for the demolition of the structures and directed staff to develop a master plan for the entire site. A contract for the demolition of the existing structures was executed, and the work is anticipated to be completed in July 2008.

ANALYSIS:

In coordination with staff from various departments in the City, a scope of work for the master planning of the proposed park expansion was developed, and a Request For Proposals (RFP) was issued to qualified consultants. The scope of work under this contract requires that the selected consultant perform necessary studies and prepare concept plans to determine the most feasible designs for the expanded park, conduct focused workshops followed by presentations to the Parks and Recreation and Planning Commissions, and to the City Council.

In response to the City's RFP, ten proposals were received on February 7, 2008. A panel of City staff has carefully reviewed the proposals and found that David Volz Design Landscape Architecture, 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, David Volz Design Landscape Architecture, 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 seven months is required to complete the work.

ALTERNATIVES CONSIDERED:

An alternative to this Council action would be to not award a professional services contract for the stated project and provide further direction to staff.

FISCAL REVIEW:

In Fiscal Year 2007-2008 budget, the City Council approved \$360,000 in Park Development funds for the demolition of existing structures, and the master planning of the expanded park.

LEGAL REVIEW:

The City Attorney has reviewed and approved the attached Professional Services Agreement (Attachment 1) as to content and form.

CONCLUSION:

It is recommended that the City Council award the design services contract to David Volz Design Landscape Architecture, Inc. in an amount not to exceed \$84,690.00 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](#)
 [Attachment 1.2](#)
 [Attachment 1.3](#)
 [Attachment 1.4](#)

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