



CITY COUNCIL AGENDA REPORT

MEETING DATE: AUGUST 2, 2016

ITEM NUMBER: CC-6

SUBJECT: PROFESSIONAL SERVICES AGREEMENT FOR ENGINEERING DESIGN SERVICES FOR THE POLICE DEPARTMENT AND FIRE STATION NO. 4 EMERGENCY BACKUP GENERATORS

DATE: JULY 7, 2016

FROM: PUBLIC SERVICES DEPARTMENT

PRESENTATION BY: JAMES G. ROSS, INTERIM PUBLIC SERVICES DIRECTOR

FOR FURTHER INFORMATION CONTACT: BALTAZAR MEJIA, CITY ENGINEER, (714) 754-5291

RECOMMENDATION:

Approve the Professional Services Agreement (Attachment 1) with IDS Group, 1 Peters Canyon Road, Suite 130, Irvine, California in the amount of \$97,229.00 for the design of the Police Department and Fire Station No. 4 Emergency Backup Generators, and authorize the Mayor and the City Clerk to execute the Agreement.

BACKGROUND:

The existing Police Department and Fire Station No. 4 backup generators are outdated and undersized to handle current and future loads. The generators cannot provide enough power to operate the Police Department and Fire Station No. 4 facilities during an emergency event.

ANALYSIS:

In coordination with staff from various departments in the City, a scope of work for the design of the emergency generators was issued to qualified consultants. The scope of work under this contract requires that the selected consultant complete the following:

1. Meet with City staff to define and clarify the work plan and project elements.
2. Remove and dispose of the existing generator system(s).
3. Review and upgrade existing electrical panels and switchgear to allow the new generator(s) to function automatically.
4. Determine the proper size of the new generator(s) based on current and anticipated demands.
5. Design a concept site plan for the new generator system(s).
6. Prepare a high quality set of Plans & Specifications and associated as-builts.
7. Provide staff support during bid phase, respond to RFIs.
8. Provide staff support during construction phase, review submittals, and respond to RFIs.

In response to the City's Request for Proposal (RFP), two proposals were received. A panel of City staff has carefully reviewed the proposals and found that IDS Group 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, IDS Group 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. IDS was the

architect for the Fire Station No. 4 remodel project. They have indicated that a total of four months is required to complete the design.

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:

Funding for the design of this project will be provided by Capital Improvement Funds approved in FY 2015-2016.

LEGAL REVIEW:

The City Attorney has reviewed and approved the Professional Services Agreement as to content and form.

CONCLUSION:

It is recommended that the City Council approve the Professional Services Agreement with IDS Group in the amount of \$97,229.00 for the design of the Police Department and Fire Station No. 4 Emergency Backup Generators, and authorize the Mayor and the City Clerk to execute the Agreement.

JAMES G. ROSS
Interim Public Services Director

BALTAZAR MEJIA
City Engineer

ATTACHMENT: 1. [Professional Services Agreement](#)

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