



CITY OF COSTA MESA

Agenda Report

77 Fair Drive
Costa Mesa, CA 92626

File #: 23-1487

Meeting Date: 1/16/2024

TITLE:

PROFESSIONAL ARCHITECTURAL AND ENGINEERING SERVICES FOR THE SHALIMAR PARK EXPANSION PROJECT

DEPARTMENT: PUBLIC WORKS DEPARTMENT/ENGINEERING DIVISION

PRESENTED BY: RAJA SETHURAMAN, PUBLIC WORKS DIRECTOR

CONTACT INFORMATION: SEUNG YANG, P.E., CITY ENGINEER (714) 754-5633

RECOMMENDATION:

Staff recommends the City Council:

1. Award a Professional Services Agreement (PSA) to Community Works Design Group, Inc., 7111 Indiana Avenue, Suite 300, Riverside, California in an amount not to exceed \$158,970 for the design of improvements and expansion of Shalimar Park.
2. Authorize an additional ten percent (10%) contingency in the amount of \$15,897 as needed for any unforeseen costs related to this project.
3. Authorize the City Manager and the City Clerk to execute the PSA and any future amendments to the agreement within Council authorized limits.

BACKGROUND:

Shalimar Park is located at 782 Shalimar Drive. The existing park is approximately 0.18 acres and includes a playground featuring elements for young children, trees, and seating area benches. The park is situated between two large apartment complexes and currently provides the nearest recreational facility for this community.

The City secured the services of Pat West, LLC, and City Fabrick to conduct several community outreach meetings for the Shalimar Park expansion. Conceptual renderings of different options are included as Attachment 1. In addition, the preliminary park design options were discussed with the City's Parks and Community Services (PACS) Commission on August 10, 2023.

The City released a Request for Proposals (RFP) in order to retain the services of a highly-qualified design firm with a specialty in park development projects.

The scope of professional services will include community outreach; presentations to Commissions and City Council; preparation of conceptual and schematic designs; final plans, specifications and cost estimates; bid assistance services; construction support; and other professional services necessary to complete the project.

ANALYSIS:

Staff advertised the project for architectural and engineering design services on September 5, 2023, and received seven (7) proposals from qualified bid proposers on October 16, 2023.

After careful review of the proposals, staff found Community Works Design Group, Inc. (CWDG) well qualified to perform the identified services at a competitive price of \$158,970. The submitted proposal represents a thorough understanding of the project, complies with City specifications, and presents innovative approaches to providing required services. Staff has determined the proposed cost for consultant services to be reasonable for meeting the City's requirements as listed in the scope of services. The cost for services is competitive and within industry standards for these specialized architectural and engineering services.

Therefore, staff recommends the City Council award a PSA to Community Works Design Group, Inc. (Attachment 2).

ALTERNATIVES:

The alternative would be to reject all proposals, re-advertise, and re-evaluate new proposals. Staff has determined that this will not result in a better outcome and will delay the project.

FISCAL REVIEW:

There is an adequate budget available for this contract to cover the design and construction phases. Funds are available from the \$1.0 million state budget earmarked from state Senator David Min adopted in Fiscal Year 2023-24 Capital Improvement Program (CIP) budget and other City funds for Shalimar Park budgeted in prior fiscal years.

LEGAL REVIEW:

The City Attorney's Office has reviewed this report and the proposed PSA and approves them both as to form.

CITY COUNCIL GOALS AND PRIORITIES:

This project works toward achieving the following City Council Goal:

- Strengthen the Public's Safety and Improve the Quality of Life

CONCLUSION:

Staff recommends the City Council:

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