



Agenda Item A.9
CONSENT CALENDAR
Meeting Date: November 18, 2008

TO: Mayor and Councilmembers

FROM: Dan Singer, City Manager

CONTACT: Steve Wagner, Community Services Director
Marti Schultz, Principal Civil Engineer

SUBJECT: Professional Services Agreement for Surveying Services

RECOMMENDATION:

- A. Authorize the City Manager to execute a Professional Services Agreement for Surveying Services with Penfield & Smith in an amount not to exceed \$20,000.
- B. Authorize the City Manager to execute a Professional Services Agreement for Surveying Services with Wallace Group in an amount not to exceed \$20,000.
- C. Authorize the City Manager to execute a Professional Services Agreement for Surveying Services with MNS Engineers, Inc. in an amount not to exceed \$20,000.
- D. Authorize the City Manager to execute a Professional Services Agreement for Surveying Services with Cardenas and Associates Surveying, Inc. in an amount not to exceed \$20,000.
- E. Authorize the City Manager to execute contract amendments to increase the not to exceed amount on the above Agreements based upon actual work by each individual contractor such that the total incurred for all agreements does not exceed the total budget of \$80,000.

BACKGROUND:

In 2002, the City of Goleta entered into an agreement for the continuation of various municipal services with the County of Santa Barbara that included surveying services. This allowed the County to continue to provide these services under contract until such time as the City was able to either provide the services directly or through contract with another service provider. The agreement with the County of Santa Barbara has since expired. With the expiration of the County agreement, the City has the opportunity to revisit the scope of surveying services to be provided to better fit City needs.

The scope of surveying services now needed by the City includes the review of final maps for technical accuracy and other miscellaneous survey activities including but not limited to right of way boundary determinations, monument preservation, title searches, and the preparation of easement descriptions. The Subdivision Map Act allows the City to contract with a licensed surveyor to review final maps for technical accuracy and attest to said accuracy by signing the map as City Surveyor.

Since incorporation the County has provided review of all final maps pursuant to the Subdivision Map Act. However, due to workload issues and staffing constraints, the time required to process a map through the County for approval was at times longer than desired. Therefore, City staff felt it was prudent to explore the option of contracting surveying services with private sector firms.

DISCUSSION:

A Request for Qualifications for surveying services was prepared and issued in October, 2008. Six (6) proposals were received and reviewed. The proposals were reviewed and rated based on responsiveness, approach, expertise of key personnel and overall experience of the firm. Of the six proposals, staff is recommending that contracts be awarded to Penfield & Smith, MNS Engineers, Inc., Wallace Group, and Cardenas and Associates Surveying, Inc.

Awarding to multiple firms provides greater flexibility to avoid potential conflicts of interest between the survey consultant and the City. This multiple contract method has proven successful in the provision of other City contract services. Multiple contracts will maximize flexibility of the City to authorize work and expedite response times by selecting a firm who is able to respond and meet the timelines as required by the City.

Although each of the four consultants will enter into a contract with the City with a \$20,000 limit, consultants are not guaranteed any work or payments under the terms of the contract. As work is required by the City, it will be distributed to the consultant who is most able to accommodate the City's time and/or cost requirements. This will allow for continued flexibility in authorizing and expediting all survey requests throughout the year without exceeding the amount budgeted.

ALTERNATIVES

The Council may elect any of the following alternative actions:

1. Direct staff to issue a contract to only one, two, or three contractors.
2. Reject all proposals.
3. Direct staff to reissue a Request for Qualifications for Survey Consultant Services.

FISCAL IMPACTS

The costs associated with the recommended surveying services will be paid through various funding sources depending on the type of surveying service provided. All costs associated with the review of final maps will be paid by developer deposits. Survey costs associated with capital improvement projects will be funded by the appropriate capital improvement fund. It is anticipated that the costs associated with the proposed services will be within the existing budget appropriations and no additional appropriations are required at this time.

Submitted By:

Reviewed By:

Approved By:

Steve Wagner
Community Services
Director

Michelle Greene
Administrative Services
Director

Daniel Singer
City Manager

ATTACHMENTS:

1. Agreement for Professional Services between the City of Goleta and Penfield and Smith, Inc.
2. Agreement for Professional Services between the City of Goleta and Wallace Group.
3. Agreement for Professional Services between the City of Goleta and MNS Engineers, Inc.
4. Agreement for Professional Services between the City of Goleta and Cardenas and Associates Surveying, Inc.

ATTACHMENT 1

Agreement for professional services between City of Goleta and
Penfield & Smith, Inc.

ATTACHMENT 2

Agreement for professional services between City of Goleta and
Wallace Group

ATTACHMENT 3

Agreement for professional services between City of Goleta and MNS
Engineers, Inc.

ATTACHMENT 4

Agreement for professional services between City of Goleta and
Cardenas and Associates Surveying, Inc.