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DEPARTMENT OF
UTILITIES
ENGINEERING SERVICES

CITY OF SACRAMENTO
CALIFORNIA

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December 16, 1999

City Council
Sacramento, California

Honorable Members in Session:

**SUBJECT: FIELD SERVICES ADMINISTRATION BUILDING PROJECT (PN: ZH21):
APPROVAL OF CONSULTANT SERVICES AGREEMENT WITH LEX COFFROTH
AND ASSOCIATES, INC., FOR AN AMOUNT NOT TO EXCEED \$167,211**

LOCATION AND COUNCIL DISTRICT:

The project is located in the City of Sacramento Corporation Yard in District 4 (see attached map).

RECOMMENDATION:

Staff recommends that the City Council approve the attached resolution which approves the Consultant Services Agreement with Lex Coffroth and Associates, Inc., for an amount not to exceed \$167,211

CONTACT PERSON: Gary A. Reents, Engineering Services Manager, 264-1433
Andy Hunt, Senior Engineer, 264-1408

FOR COUNCIL MEETING OF: January 4, 2000

SUMMARY

Staff has negotiated a Consultant Services Agreement with Lex Coffroth and Associates, Inc., to perform architectural design, bid oversight and construction management services for the Field Services Administration Building Project. Authorization for the City Manager and City Clerk to execute the agreement is requested.

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COMMITTEE/COMMISSION ACTION:

None.

BACKGROUND INFORMATION

In July 1999 the City Council approved the Field Services Administration Building Project. The 28,000 square foot metal building will be located west of the new hydrant shop and will house the Field Services Division Manager, the water, sewer, and storm drain superintendents and most of the personnel and operations now housed in Building No. 7. The building will also include a large conference room capable of seating up to two hundred people. On October 27, 1999, staff issued a Request for Proposal (RFP) to five architectural firms, Cynthia Easton Architects, Comstock Johnson Architects, Inc., Forrar Williams Architects, Lex Coffroth and Associates, Inc., and Ward-Wolstenholm Architects AIA. The proposals were received on November 9, 1999 and reviewed independently by four members of City staff. Lex Coffroth's proposal was accepted by consensus of the reviewers.

ENVIRONMENTAL CONSIDERATIONS

The City's Office of Environmental Affairs is preparing an environmental document for this project. The anticipated document is a Negative Declaration for this project. The environmental review will identify mitigation measures for potential impacts to soils (grading and erosion control), air quality (dust control during construction), noise (noise control during construction), public services and utilities (protection of existing systems during construction).

FINANCIAL CONSIDERATIONS

There is sufficient funding in the Field Services Administration Building project (PN: ZH21) to award this agreement.

POLICY CONSIDERATIONS

The firm of Lex Coffroth and Associates, Inc., was selected to perform design work on the City's Field Services Administration Building Project through an RFP process.

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ESBD PROGRAM CONSIDERATIONS:

Lex Coffroth and Associates, Inc., is a City of Sacramento Certified Small Business and is performing approximately 56 percent of the work in this agreement. This meets the project goal of 20 percent as set forth by City Ordinance No. 99-007 and Resolution No. 99-099.


Respectfully submitted,




for Gary A. Reents
Engineering Services Manager

RECOMMENDATION APPROVED:

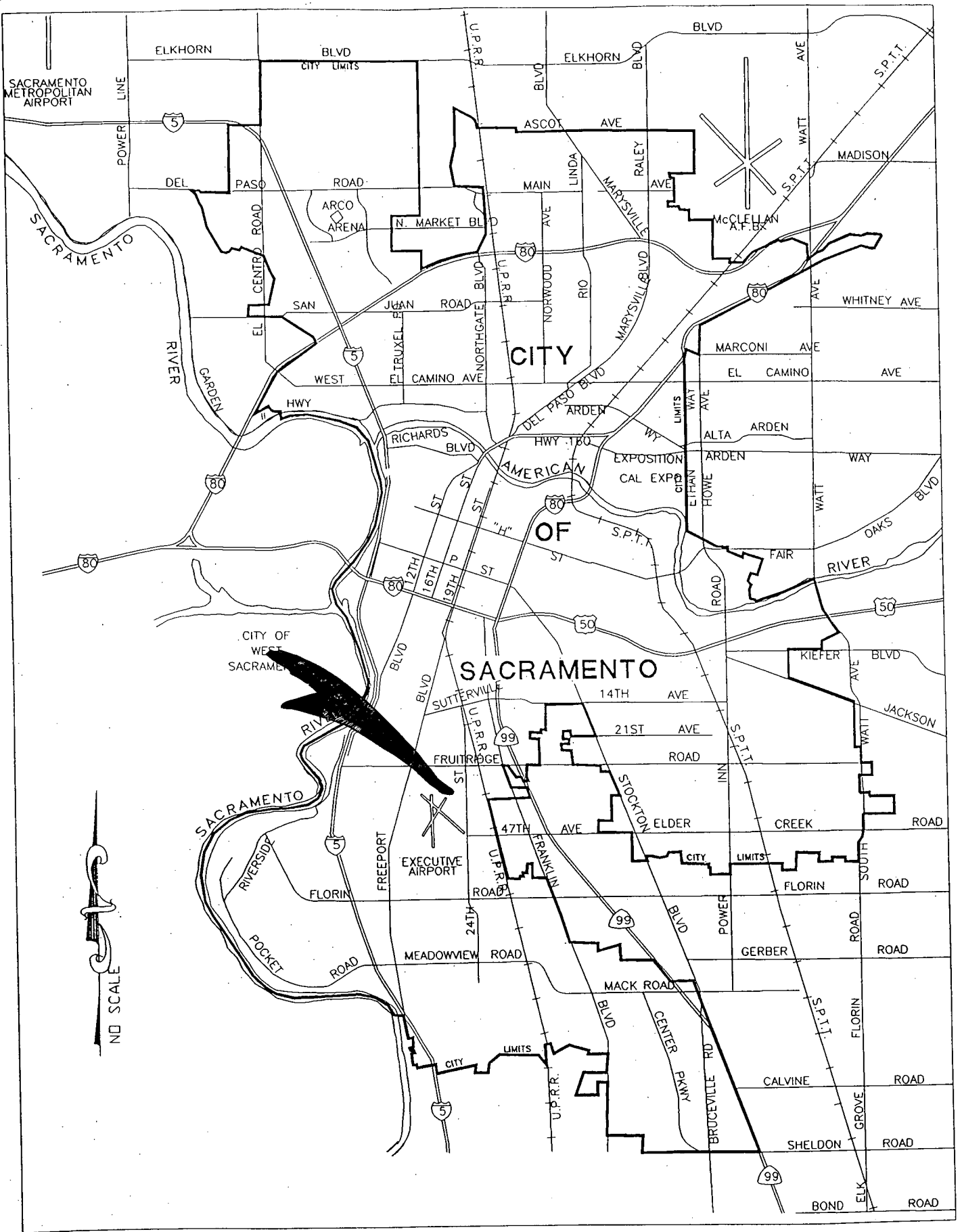
APPROVED:



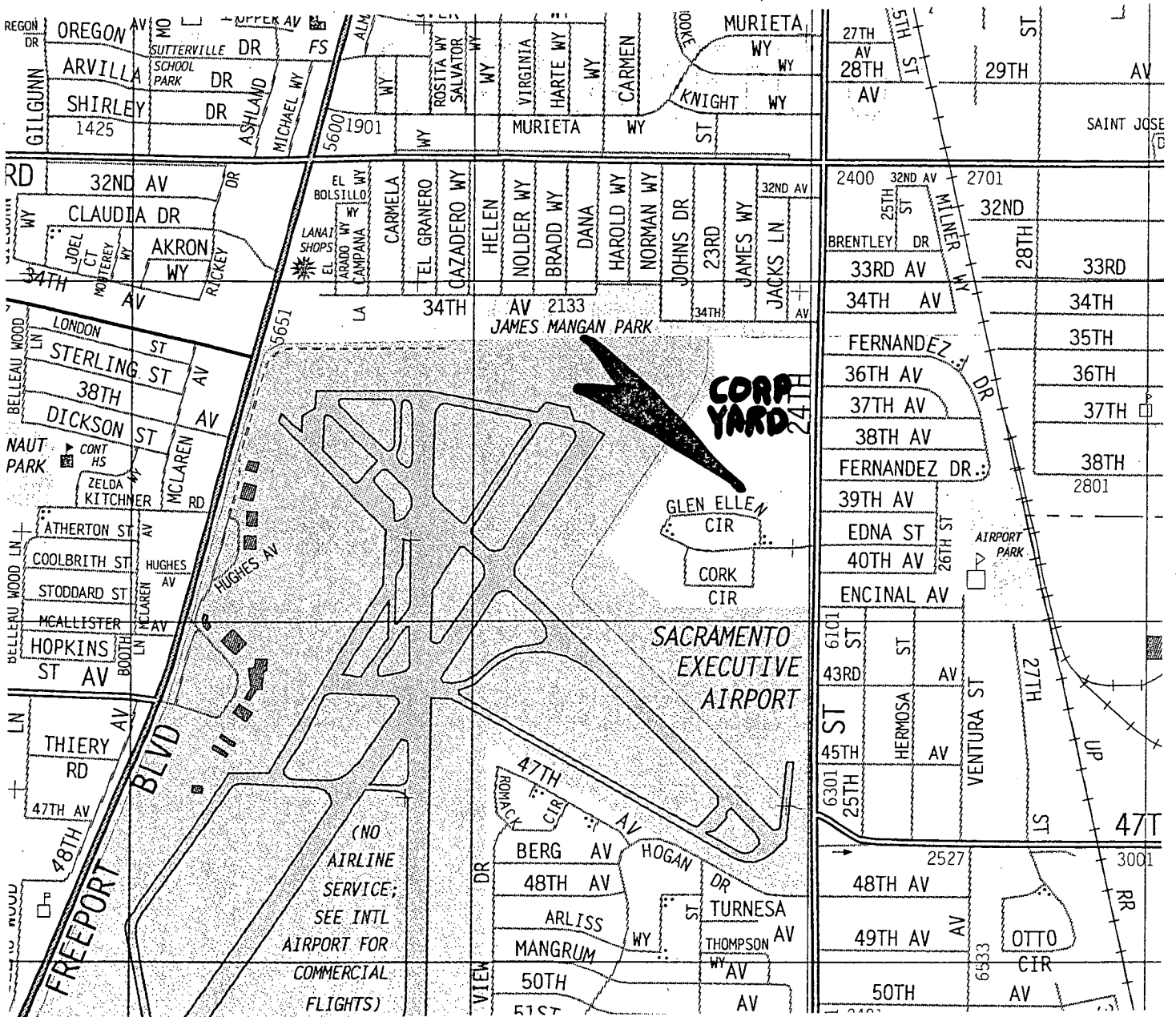
for Robert P. Thomas
City Manager



James G. Sequeira
Director of Utilities



VICINITY MAP



Field Services Building Project (PN:ZH21)

NO SCALE

RESOLUTION NO. 2000-006

ADOPTED BY THE SACRAMENTO CITY COUNCIL

ON DATE OF _____



RESOLUTION TO APPROVE THE CONSULTANT SERVICES AGREEMENT WITH LEX COFFROTH AND ASSOCIATES, INC., FOR THE FIELD SERVICES ADMINISTRATION BUILDING PROJECT (PN: ZH21) FOR AN AMOUNT NOT TO EXCEED \$167,211.

BE IT RESOLVED BY THE SACRAMENTO CITY COUNCIL THAT:

The City Council approves the Consultant Services Agreement with Lex Coffroth and Associates, Inc., for the Field Services Administration Building Project (PN: ZH21) for an amount not to exceed \$167,211.

MAYOR

ATTEST:

CITY CLERK

FOR CITY CLERK USE ONLY

RESOLUTION NO. _____

DATE ADOPTED: _____