



MOUNTAINS RECREATION & CONSERVATION AUTHORITY

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MEMORANDUM

TO: The Governing Board

FROM: 
Joseph T. Edmiston, FAICP, Hon. ASLA, Executive Officer

DATE: February 1, 2017

SUBJECT: **Agenda Item VI(b): Consideration of resolution authorizing a professional services contract with Caltech Labs, Inc. for geotechnical services for the Compton Creek Natural Park at Washington Elementary, Phase 2 project.**

Staff Recommendation: That the Governing Board adopt the attached resolution authorizing a professional services contract with Caltech Labs, Inc. for geotechnical services for the Compton Creek Natural Park at Washington Elementary, Phase 2 project in an amount not to exceed \$21,230.

Background: The Compton Creek Natural Park at Washington Elementary Phase 2 project construction will include demolition, grading, installation of a 2,000 square foot pre-fabricated youth training facility building, new fence and gate, paving, native landscaping, trash enclosure, security lighting, and a pre-fabricated shade structure in the Plaza of Phase 1. During the construction phase, materials testing and inspections are required to ensure that the construction contractor is performing in compliance with the plans and specifications. These services are performed by a geotechnical engineer, and it is not required to be done by the design engineer. The number of site visits and tests required is estimated based on the consultant's experience and a typical construction schedule, and services are billed on a time and materials basis.

MRCA staff solicited proposals from five (5) firms and received four (4) proposals. Staff, in consultation with TELACU Construction Management, reviewed the proposals and determined that Caltech Labs, Inc. was the best suited to perform these services at the best value to MRCA. In addition to evaluating the competence and qualifications of each firm relative to the project, the following items were reviewed per the MRCA's Purchasing and Contracting Procedures, Section 3.3, Professional Services:

- List of names and contact information for clients for which services were performed in the last five years.
- Samples of the services performed including the scope and cost.

- Disclosure of any actions taken against the professional.
- A statement of change order(s) to plans or specifications or projects for which services were provided and the reason for the change order(s).

Caltech Labs, Inc. submitted a proposal in the amount of \$19,300 for geotechnical and special inspection and materials testing pertaining to construction of the Compton Creek Natural Park at Washington Elementary Phase 2 project. Staff recommends that the Board approve 10% more than the proposal amount to allow for contingencies and additional required services that are not known at this time. Additional reports may be required for signoff on the project by the Division of State Architect.

Consideration: The proposed action would authorize a contract to Caltech Labs, Inc. in an amount not to exceed \$21,230.

Fiscal Impact: The contract will be funded through existing reimbursable Proposition A grants, and was included in the fiscal year 16/17 budget. The work is expected to be completed by the end of fiscal year 17/18. The proposed contract has no impact on the general fund.