



CITY of CALABASAS
CITY COUNCIL AGENDA REPORT

DATE: MAY 24, 2022

TO: HONORABLE MAYOR AND COUNCILMEMBERS

**FROM: ROBERT YALDA, P.E., T.E., PUBLIC WORKS DIRECTOR /CITY ENGINEER
TATIANA HOLDEN, P.E., DEPUTY PUBLIC WORKS DIRECTOR
ALBA LEMUS, E.I.T., ASSOCIATE CIVIL ENGINEER**

SUBJECT: RECOMMENDATION TO APPROVE A PROFESSIONAL SERVICES AGREEMENT WITH MNS ENGINEERS, INC. FOR WEST CALABASAS ROAD IMPROVEMENTS DESIGN IN THE AMOUNT NOT TO EXCEED \$377,401

MEETING DATE: JUNE 8, 2022

SUMMARY RECOMMENDATION:

Staff recommends that the City Council approve a professional services agreement with MNS Engineers, Inc. for the West Calabasas Road Improvements Design in the amount not to exceed \$377,401.

BACKGROUND:

Public Works staff issued a "Request For Proposal" (RFP) to prepare plans, specifications and estimates for the West Calabasas Road Improvements Design on April 13, 2022. The project limits are between Mureau Road and 610 feet east of Mureau Road. The improvements include the design of a roundabout at the Calabasas Road and Mureau Road intersection, sidewalk extension along Calabasas Road to the Mureau Road overpass, and a bike lane extension.

DISCUSSION/ANALYSIS:

One firm responded to the RFP. The City received the proposal from MNS Engineers, Inc. Staff has reviewed the proposal submitted and the firm clearly understands the scope of the project, has provided a suitable schedule, approach and meets the requirements of the RFP. MNS Engineers, Inc. proposed fee for this project is \$377,401.

MNS Engineers, Inc. has worked on previous projects for the City and has shown competency and reliability as well as great communication with City staff. In addition, staff has checked the references provided by MNS Engineers, Inc. in the proposal and received favorable reports as well as the quality of the design projects that they have completed. The proposed professional services agreement is shown in Attachment A.

Staff anticipates that the design will be completed by June 2023 and construction to begin in the summer of 2023.

FISCAL IMPACT/SOURCE OF FUNDING:

The project will be funded through the Measure M Active Transportation funds. Staff is requesting to create an expenditure account for the project and allocate funds from Fund 39 to use for costs associated with the project.

REQUESTED ACTION:

Staff recommends that the City Council approve a professional services agreement with MNS Engineers, Inc. for the West Calabasas Road Improvement Design in the amount not to exceed \$377,401.

ATTACHMENTS:

Attachment A – Professional Service Agreement with MNS Engineers, Inc.
Attachment B - Project Location Map