



**CITY of CALABASAS**

**CITY COUNCIL AGENDA REPORT**

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**DATE: JULY 27, 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 AT INTERSECTION OF CALABASAS AND MUREAU ROADS IN THE AMOUNT NOT TO EXCEED \$376,021**

**MEETING**

**DATE: AUGUST 10, 2022**

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**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 \$376,021.

**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 approximately 200 feet west and 610 feet east of Mureau Road, see Attachment B. The project includes improvements of the intersection of Calabasas Road and 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.

**AGENDA ITEM NO. 9**

**DISCUSSION/ANALYSIS:**

Two firms responded to the RFP. The City received proposals from MNS Engineers, Inc and Michael Baker International. Public Works engineering staff reviewed and evaluated both proposals submitted. The evaluation was scored based on the firms understanding of the scope of work, experience, qualification and adequacy of resources. Based on the aforementioned criteria, MNS Engineers, Inc. was ranked first. A copy of their proposal is attached to the proposed professional services agreement. MNS Engineers, Inc. proposed fee for this project is \$376,021.

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 B.

Staff anticipates that the design will be completed by August 2023 and construction to begin in the second quarter of 2024.

**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 \$376,021.

**ATTACHMENTS:**

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