

**TOWN OF PRESCOTT VALLEY
REQUEST FOR COUNCIL ACTION**

Date: February 16, 2012

SUBJECT: Professional Services (Design) Agreement, for Loos Drive Widening Project, from Robert Road to Mountain Valley Park Entrance, CIP # S339 (CDBG)

SUBMITTING DEPARTMENT: Town Management

PREPARED BY: Kimberly J. Moon, P.E., Capital Projects Coordinator, for
Ryan Judy, Deputy Town Manager

AGENDA LOCATION: Comments/Communications , Consent , Work/Study ,
New Business , Public Hearing , Second Reading

ATTACHMENTS: none

SUMMARY BACKGROUND:

The approved Budget for Fiscal Year 2011/2012 includes the Loos Drive Widening Project, from Robert Road to Mountain Valley Park Entrance, CIP # S339. The project consists of widening the street section pavement along the south side of Loos Drive, including appropriate underground stormwater drainage infrastructure. Funding for this phase of widening of Loos Drive is provided by a Community Development Block Grant (CDBG) in the amount of \$300,000.



As required by federal regulations, the Town held a competitive selection process for professional engineering services. On Monday, February 6, 2012, the Town received four (4) Statements of Qualifications (SoQs) from engineering firms. A Selection Committee reviewed and evaluated the SoQs. Interviews were not included in this selection process. This action is for consideration of approval of an Agreement with the top ranked firm for professional design services for this project. Professional Services for this Agreement include Final Design Services, Bidding Phase Services, Construction Administration and Oversight Services, and Close-Out Services.

OPTION ANALYSIS: for workstudy review only

ACTION OPTION: for workstudy review only

RECOMMENDATION: Staff recommends approval of the Agreement.

FISCAL ANALYSIS: The budget for the current fiscal year is shown in the table below:

Table 1

Loos Drive Widening, Robert Road to MVP Entrance, CIP # S339		
HTE Code(s): 202-5510-700.73-40 Finance Proj. # CS1201		
FISCAL YEAR 2011/2012	Approved Budget:	\$300,000.00
	Expended & Encumbered:	\$0.00
	Prof. Serv. Agreement:	<u>TBD</u> < (this action)
	Balance:	\$300,000.00
FISCAL YEAR 2011/2012		

REVIEWED BY:

Management Services Director _____

Town Clerk _____

Town Attorney _____

Town Manager _____

COUNCIL ACTION:

Approved Denied Tabled/Deferred Assigned to _____