



Staff Report

TO: City Council
FROM: Doug Story, Community Services Director
DATE: February 7, 2023
SUBJECT: Award a Professional Services Agreement to Architerra Design Group for Landscape Architectural Services for the Veterans and First Responders Memorial Plaza Project - Capital Improvement Project (CIP) No. P-14 in an Amount Not to Exceed \$87,705

Description Award Contract for Landscape Architectural Services for the Memorial Plaza

Background and Analysis:

After the success of the inaugural Veterans Day Parade and Ceremony, City staff was instructed to reestablish the First Responder and Veterans Memorial Committee to begin discussions on renovating the current plaza area in front of City Hall. The committee consisted of City staff and community stakeholders such as:

- Councilmember Mike Lara
- Anita Worthen
- Jim Lillibridge
- Bob Tinker
- Michael Granada

The committee began meeting in December of 2021 and direction was given to solicit the services of a landscape architect who could redesign the current layout of Memorial Plaza and address issues for ADA accessibility, future expansion, and to provide areas for community members to remember and pay their respects to Beaumont residents who had served this country in the armed forces or served this community as a first responder.

The proposal received for conceptual design services was within the City Manager signing limit and on February 10, 2022, a Professional Services Agreement was executed between the City of Beaumont and Architerra Design Group (ADG) for conceptual plans of an expanded and remodeled memorial plaza area.

The conceptual plan included:

- New hardscape areas around plaza to address accessibility and expansion,
- Water features,
- New lighting,
- New landscape and turf,
- New electrical and lighting,
- Relocation of flags,
- Preservation of current memorial monuments,
- Security cameras, and
- Additional seating.

In August of 2022, the concept plan was presented to City Council and direction was given to proceed with the project.

In accordance with Beaumont Municipal Code Chapter 3.02.040, which guides the competitive procurement and evaluation process for Professional Services a Request for Proposal (RFP) was created and released on November 21, 2022, and bids were opened on December 22, 2022.

Two bids were received and deemed responsive:

Architerra Design Group - \$87,705

Webb Associates - \$200,539

After reviewing the bids, staff presented them to the City attorney's office for approval and to the Memorial Plaza Committee to rank the submittals. The committee unanimously ranked ADG as the recommended firm. The recommendation was taken to the RFP Review Subcommittee on January 24, 2023, and the recommendation was given to proceed with ADG.

Fiscal Impact:

Funding for this project is allocated through the five-year Capital Improvement Plan (CIP) Fiscal Year 2023-2027. Project No. P-14 has designated \$1,750,000 for design and construction and Project No. P-15 has designated \$50,000 for security cameras in the plaza.

| P-14 Memorial Plaza Project Accounting Summary | | | | |
|---|-----------------------|-------------------|---------------------|-------------------------|
| Funding Summary | | | | |
| Funding Year | Funding Source | | Amount | |
| 22/23 | General Fund | | \$1,750,000 | |
| Total Project Funding = | | | \$1,750,000 | |
| Budget Summary | | | | |
| Project Component | Budget | Encumbered | Paid to Date | Remaining Budget |
| Project Management | \$0 | \$0 | \$0 | \$0 |
| Preliminary Services | \$0 | \$0 | \$0 | \$0 |
| Environmental | \$0 | \$0 | \$0 | \$0 |
| Design | \$100,000 | \$0 | \$0 | \$100,000 |
| Construction | \$1,650,000 | \$0 | \$0 | \$1,650,000 |
| Construction Management | \$0 | \$0 | \$0 | \$0 |
| Permits | \$0 | \$0 | \$0 | \$0 |
| Equipment | \$0 | \$0 | \$0 | \$0 |
| Project Summary Totals | \$1,750,000 | \$0 | \$0 | \$1,750,000 |

Recommended Action:

Approve a Professional Services Agreement with Architerra Design Group in the amount of \$87,705.

Authorize the City Manager to approve up to an additional 10% in contingencies if needed.

Attachments:

- A. Architerra Design Group Bid
- B. Professional Services Agreement