



**STAFF REPORT
TOWN COUNCIL MEETING OF MAY 14, 2013
BUSINESS ITEM**

TO: HONORABLE MAYOR AND MEMBERS OF THE TOWN COUNCIL

FROM: BRIAN FRAGIAO, DIRECTOR OF PUBLIC WORKS 

DATE: APRIL 22, 2013

**RE: LOOMIS TOWN CENTER IMPLEMENTATION PLAN IMPROVEMENT DESIGN
ON TAYLOR ROAD BETWEEN HORSESHOE BAR ROAD AND SHAWN WAY
– INTERVIEW PROCESS**

Recommendation:

Select a special meeting date to interview three consultants for the Loomis Town Center Implementation Plan Improvement Design on Taylor Road between Horseshoe Bar Road and Shawn Way.

Issue Statement and Discussion

At the December 11, 2012 Town Council meeting, Council directed staff to include the segment of Taylor Road from Walnut Street to Horseshoe Bar Road. By adding the new segment, the proposals received for the original project were not accepted and a new request for proposal advertised. Staff received three proposals for the project. The consultants were Bennett Engineering Services, Mogavero Notestine Associates and Omni Means & Associates.

Staff is now trying to set-up a special meeting with Council to interview each consultant and to select the best firm for the project. The following dates have been selected for a special meeting:

May 28th
May 29th
May 30th
June 5th
June 6th

The interviews would start at 7:00pm unless otherwise directed. Each consultant would get 30 minutes for presentation, 15 minute Council discussion & questions after each interview and a final 30 minutes to discuss and select the preferred consultant.

Tentative Schedule:

7:00-7:15pm	Special Meeting to order
7:15-7:45pm 7:45-8:00pm	First Consultant Presentation Council Discussion/Questions
8:15-8:45pm 8:45-9:00pm	Second Consultant Presentation Council Discussion/Questions
9:15-9:45pm 9:45-10:00pm	Third Consultant Presentation Council Discussion/Questions
10:00-10:30pm	Council to discuss and select consultant

Below is the proposal analysis for the original two proposals back in December 2012. The current three consultants will be required to touch upon each of the evaluation criteria (except cost) during their presentation. The cost of each consultant's proposal has been separately sealed. Once the consultant has been selected, their sealed proposal cost would be opened and discussed.

CEQA Requirements

This project is exempt under the California Environmental Quality Act (CEQA) Sections 15301(c&d) (Class 1), "Existing Facilities", 15303 (c)(d)(e), "New Construction" and 15304(a)(b)(c)(f)(h), "Minor Alterations to Land" of the guidelines.

Financial and/or Policy Implications

Funding will come from the Gas Tax Account (\$280,000). The Consultant services are estimated at \$150,000.

