

MEMORANDUM

February 12, 2014
File No. SW-281

TO: Jim Sandoval, City Manager

VIA: Gary Halbert, Assistant City Manager *GH*
Richard Hopkins, Director of Public Works *RH*
William Valle, Assistant Director/ City Engineer *WV*
Frank Rivera, Principal Civil Engineer

FROM: Roberto Yano, Senior Civil Engineer *RY*

SUBJECT: Request for Approval of Selection Committee to Evaluate Qualifications and Interview Eligible Consultants to Provide Manhole Inspection and Evaluation Services

The scope of this Request for Proposals (RFP) is to retain a consultant to provide Manhole Inspection and Evaluation Services for City of Chula Vista.

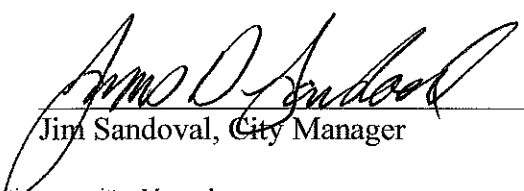
This RFP was issued on February 5, 2014, with a due date of Wednesday, February 19, 2014. The responsive consultant will be screened and ranked based on criteria set forth in the RFP. Subsequently, the top three candidates will be interviewed and one consultant will be recommended by the Selection Committee to be the first negotiation preference for this project. Once negotiation is done, staff will award the project, which will then be brought forth to the City Council for approval.

In accordance with Section 2.57 of the Chula Vista Municipal Code, we are requesting your approval to appoint the following people to form the subject Committee that will be responsible to evaluate the qualifications and interview the successful respondents as necessary to select a qualified consultant:

Dave McRoberts, Wastewater Collection Manager
Jamal Naji, Associate Civil Engineer
Tim Weinman, Engineering Technician II

Please sign and return this sheet if you concur with the recommendation to appoint the above listed committee members. Thank you.

Approved:



Jim Sandoval, City Manager