



# City of Rialto

## Legislation Details (With Text)

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**File created:** 5/22/2016      **In control:** City Council  
**On agenda:** 7/12/2016      **Final action:**  
**Title:** Request City Council to 1) Authorize an Extension to the current Agreement to be reviewed on a month-to-month basis, not to exceed six (6) months; and 2) Authorize Issuance of a Purchase Order in the amount of \$200,000 for the 2016/2017 Fiscal Year for the Professional Services Agreement with Willdan Engineering Company for "On-Call" Public Works Construction Management and Inspection Services.  
(ACTION)

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Amendment No 1, 2. Attachment 1 - May 28, 2013 Staff Report, 3. Attachment 2 - May 27, 2014 Staff Report, 4. Attachment 3 - June 23, 2015 Staff Report

Date	Ver.	Action By	Action	Result
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For City Council Meeting [July 12, 2016]

TO: Honorable Mayor and City Council

APPROVAL: Michael E. Story, City Administrator

FROM: Robert G. Eisenbeisz, P.E., Public Works Director/City Engineer

Request City Council to 1) Authorize an Extension to the current Agreement to be reviewed on a month-to-month basis, not to exceed six (6) months; and 2) Authorize Issuance of a Purchase Order in the amount of \$200,000 for the 2016/2017 Fiscal Year for the Professional Services Agreement with Willdan Engineering Company for "On-Call" Public Works Construction Management and Inspection Services.  
**(ACTION)**

**BACKGROUND:**

One of the important functions of the Public Works Department is to perform construction management and inspection related to City-approved private land development projects, and capital improvement projects. For private land development projects, subsequent to the entitlement process, an owner or developer will engage its own engineering consultant to prepare the required improvement plans for on-site rough grading, precise grading/paving, on-site or off-site storm drainage improvements, public street improvements, traffic signal installation and other associated work. The City Engineer has the legal responsibility to review and approve these improvement plans, and to ensure that construction of the on-site and off-site improvements meets City standards, and is completed in compliance with the City-approved plans. For capital improvement projects, sufficient available support is necessary for construction management, inspection, and related services.

On May 28, 2013, City Council approved the Professional Services Agreement (PSA) with Willdan Engineering Company (“Willdan”) for “On-Call” Public Works Construction Management and Inspection Services (**Attachment 1**).

On May 27, 2014, City Council approved the issuance of a purchase order in the amount of \$650,000 for the 2014/2015 fiscal year for the second year of the three year Professional Services Agreement (PSA) with Willdan Engineering Company (“Willdan”) for “On-Call” Public Works Construction Management and Inspection Services (**Attachment 2**).

On June 23, 2015, City Council approved the issuance of a purchase order in the amount of \$700,000 for the 2015/2016 fiscal year for the third year of the three year Professional Services Agreement (PSA) with Willdan Engineering Company (“Willdan”) for “On-Call” Public Works Construction Management and Inspection Services (**Attachment 3**).

#### **ANALYSIS/DISCUSSION:**

In the 2015/2016 fiscal year, Willdan provided on-call construction management and inspection services for 12 different capital and development projects. Staff recommends services continue for the first six months of the 2016/2017 fiscal year pursuant to the terms of the existing PSA.

In the last three years, Willdan provided capital project construction management and inspection services for the following projects:

- Community Center Improvements Phase II and III
- Facilities ADA Improvements- Police Station, City Clerk and Human Resources
- HVAC Replacements- Citywide facilities and Johnsons Center Gym
- Citywide Roof Replacements
- Frisbie Park Sports Lighting Improvements
- Riverside/Easton Development Improvements
- Cascade Street Repairs
- Maple Avenue Storm Drain Improvements
- Cactus Widening and TS Upgrade at Foothill
- Pepper Avenue Extension
- Pepper Avenue Block Wall
- Pepper Avenue Improvements- Shamrock Street to Madrona
- Pepper/Baseline Traffic Signal
- Underground Storage Tanks Removal (Airport)
- Pacific Electrical Inland Empire Trail
- Cedar Avenue Storm Drain Improvements
- Annual Slurry Seals Projects for FY2013, FY2014, FY2015
- Annual Overlay Projects for FY2013, FY2014, and FY2015
- Curb & Gutter Sidewalk Projects for FY2013, FY2014 and FY2015
- Foothill/Home Depot Traffic Signal Improvements
- Alder Avenue widening Phase I
- Airport Demolition Phase I and II
- Metrolink Parking Lot Expansion

Willdan is also providing Construction Management and Inspection services for the following projects that are currently under construction:

- Baseline/Acacia Traffic Signal Upgrades
- Riverside/San Bernardino Street Improvements
- Bud Bender Park Rehabilitation
- Curb & Gutter Sidewalk Projects (4 separate projects)
- Annual Slurry Seals Projects
- City Hall Electrical Upgrade
- Facilities ADA Improvements- Development Services, Finance and Public Works
- Ayala Road Widening
- Maple Avenue Street Improvements
- Alder Avenue Street Improvements Phase I
- Miro Way Street Improvements
- Pepper Avenue SCE electrical relocation

The 2016/2017 fiscal year Capital Expenditure budget is approximately \$21.7 million. In the 2015/2016 fiscal year, there were 37 capital projects in different stages of design, environmental assessment, or right of way acquisition, with construction scheduled for the new fiscal year. Most of these projects will require a continuation of construction management and inspection services.

Staff recommends that the City Council amend the agreement with Willdan, extending the term for a period not to exceed six months and authorize the issuance of a fourth Purchase Order to Willdan Engineering Company in the amount of \$200,000 for “on-call” construction management and inspection services on capital improvement projects and other related services. As needed, staff will require and approve proposals from Willdan to perform these services utilizing the Purchase Order for the specific capital projects. Funding for this Purchase Order will be limited to budgeted funds associated with capital improvement projects.

**ENVIRONMENTAL IMPACT:**

The requested City Council action is not a “Project” as defined by the California Environmental Quality Act (CEQA). Pursuant to Section 15378(a), a “Project” means the whole of an action, which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment. According to Section 15378(b), a Project does not include: (5) Organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment.

**GENERAL PLAN CONSISTENCY:**

This action is consistent with Guiding Principle 3A in the General Plan:

*Our City government will lead by example, and will operate in an open, transparent, and responsive manner that meets the needs of the citizens and is a good place to do business.*

**LEGAL REVIEW:**

The City Attorney has reviewed and approved the staff report.

**FINANCIAL IMPACT:**

Funding is available for the requested Purchase Orders with Willdan Engineering Company as part of the 2016/2017 fiscal year budget in the amount of \$200,000 that will be compensated from various capital project accounts. The estimated cost for current capital projects not yet under construction is estimated at \$34.4 million.

Capital project services are charged directly to specific capital project accounts as services are performed. Budget for these services is included in the prior year budget that will be carried forward until completion of the project and are reflected in the adopted 2016/2017 fiscal year budget.

A business license for professional services shall be required from the consultant as required for the professional service agreement.

**RECOMMENDATION:**

Staff recommends that the City Council:

- Authorize an extension of the existing agreement on a month-to-month basis, not to exceed six (6) months,
- Authorize Issuance of a Purchase Order in the amount of \$200,000 for the 2016/2017 Fiscal Year for the Professional Services Agreement with Willdan Engineering Company for “On-Call” Public Works Construction Management and Inspection Services.