



City of Rialto

Legislation Details (With Text)

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On agenda: 6/26/2018 **Final action:**
Title: Request City Council to Approve a Professional Services Agreement with Huitt-Zollars, Inc. for Professional Engineering Services for the Design of the Baseline Master Plan Storm Drain from Cactus Basin to Tamarind Avenue in the Amount of \$521,625.
(ACTION)

Sponsors:

Indexes:

Code sections:

Attachments: 1. FINAL FINAL FORM PSA Baseline storm drain only 05-15-18, 2. RFP 18-011 Baseline Storm Drain Cactus to Ayala, 3. HZ Proposal and Schedule, 4. Huitt-Zollars cost proposal, 5. HZ-CITY-DISCLOSURE-FORM_R308250.01_18-01-18

Date	Ver.	Action By	Action	Result
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For City Council Meeting [June 26, 2018]

TO: Honorable Mayor and City Council

APPROVAL: Robb R. Steel, Interim City Administrator

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

Request City Council to Approve a Professional Services Agreement with Huitt-Zollars, Inc. for Professional Engineering Services for the Design of the Baseline Master Plan Storm Drain from Cactus Basin to Tamarind Avenue in the Amount of \$521,625.

(ACTION)

BACKGROUND:

In 2007, the City Council authorized an update to the Storm Drain Master Plan. The City Council received a draft update of the plan in 2011. All past and present iterations of the master plan, including those from 1973 and 1988, included a major storm drain in Baseline Road from Cactus Basin west beyond the westerly City Limits. During design of the Renaissance Specific Plan, a supplemental storm drain analysis confirmed the need to construct a major drain in Baseline Road from Cactus Basin westerly to the City limit. In 2016, the San Bernardino County Flood Control District (SBCFCD) began development of the Cactus Basin System Improvements, which includes expanding the basins to increase storage capacity. The expansion of the Cactus Basin System is partially complete with design of the remaining phase of work undergoing final review and approval and construction is expected to begin in early 2019.

On August 8, 2017, City Council authorized staff to release a Request for Proposal for the design of the Master-planned storm drain in Baseline Road from Cactus Basin to Tamarind Avenue.

ANALYSIS/DISCUSSION:

The City released a Request for Proposals (RFP) on August 17, 2017. The City advertised the RFP in the San Bernardino County Sun newspaper, posted it on the City's website, and distributed it to various plans rooms throughout Southern California. A copy of the RFP is included as **Attachment 1**.

In accordance with California Government Code Section 4562 and Chapter 2.48.440 of the Rialto Municipal Code, local agencies shall select firms providing professional services based on demonstrated competence and on the professional qualifications necessary for satisfactory performance of the services required.

On October 5, 2017, the City received seven (7) proposals in response to the RFP from the following firms (in alphabetical order):

1. ACI Consulting, Inc., Riverside, CA
2. CWE, Fullerton, CA
3. Dudek, Riverside, CA
4. Huitt-Zollars, Inc., Ontario, CA
5. IMEG, dba TTG Engineers, Ontario, CA
6. M.F. Kessler, Irvine, CA
7. TKE Engineering Inc., Riverside, CA

The City assembled an evaluation panel to review the submitted proposals. The proposal evaluation panel included:

- Dennis Barton, Transportation Commission Chairman
- Erwin Fogerson, Chief Flood Control Engineer, San Bernardino County
- Gene Klatt, Consultant Engineer to Rialto Department of Public Works

The panel evaluated the written proposals in accordance with the criteria set forth in the RFP. Proposal evaluations considered each firm's project understanding, scope of work, staff qualifications, firm qualifications, and project schedule. The evaluation team, with each member operating independently, selected the same three firms as the top rated firms from those submitting proposals.

Following the review of the written proposals, the top three (3) firms participated in a formal interview process that required a presentation followed by responses to evaluation panel questions. The interviews took place on January 9, 2018. The interview panel consisted of the individuals that conducted the formal review of the written proposals.

Based on the submitted proposals and the interview process, the evaluation team determined Huitt-Zollars Inc. as the most qualified firm to provide Engineering Design Services for the Master Planned Storm Drain in Baseline Road from Cactus Basin to Tamarind Avenue.

Staff reviewed the scope of services, cost and schedule as submitted by Huitt-Zollars, and found them to be appropriate for the requested proposal. The Schedule of Compensation is included as Exhibit "1" to the Professional Services Agreement. A copy of the Huitt-Zollars proposal is included as **Attachment 2**. A copy of the proposed Agreement is included as **Attachment 3**.

The proposal lists “optional” items that may or may not be necessary. For example, design of dry utility relocation (example would be the phone company) is included but may not be necessary as the utility exists within the street right of way and they do not appear to have prior rights or granted easements that would supersede the City’s rights pursuant to the Streets and Highways Code.

The design is anticipated to take approximately one year to complete. The intent is to complete the design for the entire length with the ability to phase it and construct as much as possible within the available budget starting at the basin and working upstream.

ENVIRONMENTAL IMPACT:

The requested approval of the professional services agreement and the professional services resulting from it do not constitute 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.

Various technical studies will be required as part of the environmental evaluation of the construction activities when construction activities are planned. The agreement is for design services only. An Initial Environmental Study will be a part of the design aspect of the project.

GENERAL PLAN CONSISTENCY:

Approval of this action complies with the following City of Rialto Guiding Principles, General Plan Goals and Policies:

Goal 3-6: Require that all developed areas within Rialto are adequately served with essential public services and infrastructure.

Policy 3-6.3: Require an increasing level of public safety infrastructure and service capability tied to population increase and increasing service demand.

Policy 3-6.4: Complete infrastructure master plans for sewer, water, and drainage.

Goal 3-7: Upgrade public infrastructure as an inducement to promote private investment.

Goal 5-2: Minimize the risk and damage from flood hazards.

Policy 5-2.5: Require that any structure proposed within an officially designated 100-year floodplain, or other floodplain as determined through geotechnical investigation, be designed in a manner that does not negatively impede or redirect floodwaters or raise anticipated flood heights.

LEGAL REVIEW:

The City Attorney has reviewed and approved the staff report and professional services agreement.

FINANCIAL IMPACT:

Operating Budget Impact

This action will not immediately impact the operating budget. The operating budget will be impacted

related to maintenance of installed storm drain after completion of construction and acceptance into the City's maintained system. Approximately 11,500 lineal feet of box section and/or large diameter pipe with an unknown number of catch basins will ultimately be constructed for the entire project.

Capital Improvement Budget Impact

Funding information and expense allocations for the design of the Capital Project for the Baseline Storm Drain from Cactus Basin west to Tamarind are shown in **Table 1**.

TABLE 2 - FUNDING SUMMARY- BASELINE STORM DRAIN NO. 170700

Source of Funds	Fund Account No.	Baseline Storm Drain	Expended to Date
Storm Drain Fund	230-500-4720-3001	\$5,000,000	189
Total Sources of Funds		\$5,000,000	\$189
Uses of Funds			
Design	230-500-4720-3001	\$720,000	
Administration	230-500-4720-3001	\$31,250	189
Right-of-Way Acquisition	230-500-4720-3001	\$40,000	
Overhead Allocation	230-500-4720-3001	\$20,000	
Construction	230-500-4720-3001	\$4,063,500	
Construction Support	230-500-4720-3001	\$75,000	
Construction Management	230-500-4720-3001	\$50,000	
Total Use of Funds		\$5,000,000	\$189

The design work will cost \$521,625. There are sufficient funds budgeted and available for the design work in the Storm Drain Facilities Development Impact Fee Fund. The design will include the entire reach of the subject Master Plan storm drain system with the ability to construct it in segments, subject to available funding. The impact on Capital Improvement budget could be in excess of \$10 million for construction of the Baseline Storm Drain from Cactus Basin to Tamarind Avenue. Construction of the first phase will be limited to a total expenditure amount of \$4,000,000, which is allocated in the current budget.

The award for the Design Engineering to Huitt-Zollars in the amount of \$521,625 will be paid from Storm Drain Facilities Development Impact Fee Fund Account No. 230-500-4720-3001-170700-01 in the amount of \$521,625.

Licensing

The vendor will pay a Business license application and payment of a Business License tax at the Professional Service rate of \$579 prior to execution of the Professional Service Agreement.

RECOMMENDATION:

Staff recommends that the City Council Approve the Professional Services Agreement with Huitt-Zollars, Inc. for professional engineering services for design of the Baseline Master Plan Storm Drain from Cactus Basin to Tamarind Avenue in the amount of \$521,625.