



City of Rialto

Legislation Text

File #: UC-19-107, **Version:** 1

For Utilities Commission Meeting [January 15, 2019]

TO: Honorable Chairperson and Commission

APPROVAL: Thomas J. Crowley, P.E., Utilities Manager

FROM: Susanne Wilcox, Administrative Analyst

Recommend City Council/Rialto Utility Authority to Approve a Professional Services Agreement with Kimley Horn for Professional Design Services for the Frisbie Park Frisbie Park Sewer Lift Station Project in the Not to Exceed Amount of \$198,100.

(ACTION)

BACKGROUND:

In 2011, a Development Impact Fee Study was completed which inventoried the master planned public facilities for General Municipal Facilities, Police Facilities, Fire Facilities, Library Facilities and Park facilities necessary to provide adequate public services and facilities at the City's build-out. The City has recognized that park usage has increased over the last decade and the demand for recreational facilities has expanded to include both active and passive areas, including sports, recreational activities, and community facilities.

City Council appropriated budget from the General Fund in fiscal year 2015/2016 for design of existing undeveloped portions of Frisbie Park. Frisbie Park is located at 598 E. Easton Street. This 27.4 acre site is partially developed. The park currently has a two restroom buildings and a snack bar on two separate septic systems. The new park will include a third restroom building and an additional snack bar building.

ANALYSIS/DISCUSSION:

Frisbie Park is being served by two sewer septic systems and the City would like to connect restroom facilities at the Park to the sewer system. It is the goal of the City to abandon the existing septic systems and build a new sewer lift station that will accommodate the project. In addition, there is an eleven lot Tentative Tract Map (TTM) that is being considered adjacent to the park that would also be tributary to the proposed sewer lift station. The new sewer lift station is to be constructed on the east side of Eucalyptus Avenue, just south of the intersection of Easton Street.

This project will consist of the construction a sewer lift station that will accommodate the flows from the park and the TTM. Approximately 600 linear feet of 8" VCP sewer line in Easton Street to collect the flows from the park facilities to the sewer lift station, approximately 950 linear feet an 8" VCP sewer line in Eucalyptus Avenue to collect the flows for the eleven lot TTM, and 1,500 linear feet of force main in Eucalyptus Avenue to connect the sewer lift station to the existing sewer collection system. In addition the sewer lift station will require a backup generator powered by diesel in the event there is loss of power to the site.

Through the City's Purchasing Department, a Request for Proposals (RFP) was released on December 18, 2018. The City advertised the RFP in the San Bernardino County Sun newspaper, posted it on the City's website, and distributed to various plans rooms throughout Southern California. In total, 513 firms were notified of the RFP; 257 through the City's portal on Planet Bid's website, 6 were on a prospective proper's list on file with the Utilities Division and 250 were notified through an email blast sent out as part of the City's Planet Bid service. A copy of the RFP and its addenda are included as **Attachment 1**.

On January 8, 2019, the City received three (3) proposals in response to the RFP from the following firms (in alphabetical order):

1. Fuscoe Engineering, Ontario, CA
2. KEC Engineers, Chino, CA
3. Kimley Horn, San Diego, CA

The City assembled an evaluation panel to review the submitted proposals. The proposal evaluation panel consisted of the following members:

- Thomas Crowley, P.E., Utilities Manager
- Lonny Young, Engineering Services Consultant
- Susanne Wilcox, Administrative Analyst

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 on the basis of demonstrated competence and on the professional qualifications necessary for satisfactory performance of the services required. Proposal evaluations considered each firm's project understanding, scope of work, staff qualifications, firm qualifications, and project schedule.

Based on the submitted proposals and demonstrated experience, the evaluation panel concluded that Kimley Horn was the most qualified firm to provide design services for the Frisbie Park Sewer Lift Station Project. Staff reviewed the references provided, including the City of Rialto's past experience with the firm which included work on the Renaissance East Water Booster Station, Rialto Housing Element, Rialto Airport BUOW and the Rialto Airport Structure Demotion Projects.

Staff reviewed the scope of services and cost proposal provided by Kimley Horn and found them to be appropriate for the tasks requested. The Schedule of Compensation is included as Exhibit "C" to the Professional Services Agreement. A copy of RFP 19-064 and the Kimley Horn proposal is included as **Attachments 2 and 3**, respectively. A copy of the proposed Agreement is included as **Attachment 4**.

Staff recommends approval of a Professional Services Agreement with Kimley Horn for engineering and design services related to the Frisbie Sewer Lift Station Project. The award for design work is in the amount of \$183,100. In addition to the design work, staff is requesting an additional \$15,000 be available in the event potholing services` and/or permitting assistance is needed for the project. This amount would only be expended if necessary and directed by staff.

If approved by Council, the Project Schedule will be:

Milestone	Date
Request for Design Proposals	December 18, 2018 – January 8, 2019
Authorization to Award Design Contract	January 29, 2019
Design	February 2019 – April 2019
Authorization to Release Request for Construction Bids	May 14, 2019
Award of Construction Contract	June 25, 2019
Construction Begins	July 2019
Construction Completed	December 2019

FINANCIAL IMPACT:

Operating Budget Impact

Funds in the amount of \$198,100 will be available in the Wastewater Fund Account Number 660-500-7150-3001 for services by Kimley Horn once the Carry-Over funds are brought forward into the current fiscal year by Finance Department staff.

Capital Improvement Budget Impact

The proposed action will impact the Capital Improvement Budget in the amount of \$183,100 for the design costs and potentially another \$15,000 if potholing and permit assistance is needed. At the time of this request, a construction estimate has not been completed

Licensing

Prior to execution of the Professional Service Agreement, the Consultant shall pay a Business License tax, as well as Administration and State fees.

RECOMMENDATION:

Staff requests the Utility Commission recommend City Council/Rialto Utility Authority to Approve a Professional Services Agreement with Kimley Horn for Professional Design Services for the Frisbie Park Frisbie Park Sewer Lift Station Project in the Not to Exceed Amount of \$198,100.