



City of Arts & Innovation

City Council Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL DATE: OCTOBER 22, 2024

FROM: PUBLIC WORKS DEPARTMENT WARDS: 3

SUBJECT: APPROVE A DESIGN-BUILD AGREEMENT WITH RHOME PROFILE CONSTRUCTION CORPORATION OF BELLFLOWER, CALIFORNIA FROM RFP NO. 2366 TO COMPLETE A DESIGN-BUILD OF THE PMF BUILDING OFFICE ADDITION AT RIVERSIDE'S REGIONAL WATER QUALITY CONTROL PLANT (RWQCP), IN THE AMOUNT OF \$71,000 PLUS A 15% CONTINGENCY FOR A NOT TO EXCEED AMOUNT OF \$81,650

ISSUE:

Approve a Design-Build Agreement with Rhome Profile Construction Corporation of Bellflower, California from RFP No. 2366 to complete a Design-Build of an office addition located at Riverside's Regional Water Quality Control Plant (RWQCP), in the amount of \$71,000 plus a 15% contingency in the amount of \$10,650, for a not to exceed amount of \$81,650.

RECOMMENDATIONS:

That the City Council:

1. Approve a Design-Build Agreement with Rhome Profile Construction Corporation of Bellflower, California from Request for Proposal No. 2366 to design and build an office addition located at Riverside's Regional Water Quality Control Plant (RWQCP), in the amount of \$71,000 plus a 15% contingency of \$10,650, for a not to exceed amount of \$81,650; and
2. Authorize the City Manager, or his designee, to execute the Design-Build Agreement, including making minor and non-substantive changes, subject to the availability of budgeted funds.

BACKGROUND:

In 2012, a 60' x 64' modular construction building was installed as the project management facility (PMF) for the Riverside's Regional Water Quality Control Plant expansion project. During the expansion project, the modular building was occupied by the consultant's project management team. After the expansion project was completed and the project management team was no longer under contract, the modular building was vacated by the consultant's personnel and City employees were able to utilize the modular building as office space. The existing modular building

is fully occupied except for an open area at the building entrance. The unoccupied area is large enough to provide additional office spaces to augment staffing.

DISCUSSION:

On May 8, 2024, RFP No. 2366 was posted on PlanetBids seeking qualified Companies to provide design-build services for the PMF Building Office Addition. The City hosted a non-mandatory pre-bid job walk on May 23, 2024. Prior to bid opening, there were three (3) questions and answers posted to PlanetBids by prospective proposers and the City posted two (2) addenda. On June 11, 2024, four (4) proposals were received, two (2) in which were deemed non-responsive due to not meeting the minimum project requirements.

The City's evaluation panel consisted of three (3) City employees, reviewed and evaluated the two (2) proposals based on the criteria listed in the RFP (Qualifications, Pricing, Experience, Professional References, Approach and Methodology). Upon completion of the evaluations, Purchasing concluded that Rhome Profile Construction Corporation's proposal ranked the highest amongst the proposals.

| Company | Total Points Received | Rank |
|--|------------------------------|-------------|
| Rhome Profile Construction Corporation | 910.17 | 1 |
| Quality Plus Group | 833.58 | 2 |

Purchasing Resolution 24101, Section 508. Awards states: "Contracts procured through Formal Procurement shall be awarded by the Awarding Entity to the Lowest Responsive and Responsible Bidder, except that: (c) Contracts procured through Formal Procurement for Services or Professional Services, where a Request for Proposals or Request for Qualifications was used to solicit Bids, shall be awarded by the Awarding Entity in accordance with the evaluation criteria set forth in the Request for Proposals or Request for Qualifications..."

The Purchasing Manager concurs that the recommended action to approve the agreement complies with Purchasing Resolution 24101, Section 508(c).

STRATEGIC PLAN ALIGNMENT:

This Project contributes to **Strategic Priority No. 6 – Infrastructure, Mobility and Connectivity** and **Goal 6.2** – Maintain, protect, and improve assets and infrastructure within the City's built environment to ensure and enhance reliability, resiliency, sustainability, and facilitate connectivity.

It also aligns with each of the Cross-Cutting Threads as follows:

1. **Community Trust** – Activities and actions by the City serve the public interest, benefit the City's diverse populations, and result in greater public good. This project will provide a permanent space for City staffing to grow.
2. **Equity** – Riverside is committed to equitable distribution of service to ensure every member of the community has equal access to share in the benefits of community progress.
3. **Fiscal Responsibility** – Riverside is a prudent steward of public funds and ensures responsible management of the City's financial resources while providing quality public services to all. The City managed an open procurement process through RFP No. 2366

ensuring the City received competitive pricing for this project.

4. **Innovation** – The proposed addition will provide City staff with an up-to-date permanent space that will provide the ability to grow.
5. **Sustainability & Resiliency** – Project will improve the longevity of our infrastructure/services; project enhances the City's preparedness for the future.

FISCAL IMPACT:

The total fiscal impact of the action is \$81,650, which includes a 15% contingency in the amount of \$10,650. The estimated total project cost including design engineering, construction, contingencies, and contract administration is itemized in Table 1. Sufficient funds are available in the expenditure account shown in Table 2.

Table 1 – Project Costs

| Task | Amount |
|---|-----------------|
| Design-Build Agreement | \$71,000 |
| 15% Contingency | \$10,650 |
| Construction Engineering, Inspection, and Survey (In House) | \$7,100 |
| Construction Materials Testing (From Approved Professional Consultants Panel) | |
| Total | \$88,750 |

Table 2 – Project Funding

| Fund | Project / Program | Account | Amount |
|--------------|---------------------------------------|----------------|-----------------|
| Sewer | PW-Sewer-Capital Engineering Services | 4125900-421000 | \$88,750 |
| Total | | | \$88,750 |

| | |
|---|--|
| Prepared by: | Jeannette Guereca, Senior Engineer |
| Approved by: | Gilbert Hernandez, Public Works Director |
| Certified as to availability of funds: | Kristie Thomas, Finance Director/Assistant Chief Financial Officer |
| Approved by: | Kris Martinez, Assistant City Manager |
| Approved as to form: | Phaedra A. Norton, City Attorney |

Attachments:

1. Design-Build Agreement
2. Award Recommendation