



City of Arts & Innovation

City Council Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL **DATE: NOVEMBER 16, 2021**

FROM: PARKS, RECREATION AND COMMUNITY SERVICES DEPARTMENT **WARD: 1**

SUBJECT: AGREEMENT FOR RFP NO. 2099, MOUNT RUBIDOUX EROSION REPAIRS DESIGN CONSULTANT WITH MICHAEL BAKER INTERNATIONAL, INC., IN THE AMOUNT OF \$110,966.75; ACCEPT GRANT AGREEMENT WITH FEDERAL EMERGENCY MANAGEMENT AGENCY IN THE AMOUNT OF \$352,335.34; AND INTERFUND TRANSFER OF \$117,445.11 FROM THE REGIONAL PARK DEVELOPMENT FUND FOR LOCAL MATCH – INTERFUND TRANSFER AND SUPPLEMENTAL APPROPRIATION

ISSUE:

Approve the Agreement for RFP No. 2099, Mount Rubidoux Erosion Repairs Design Consultant with Michael Baker International, Inc., of Ontario, California, in the amount of \$110,966.75; Accept grant from Federal Emergency Management Agency in the amount of \$352,335.34; and Approve interfund transfer in the amount of \$117,445.11 from the Regional Park Development Fund for local match requirement.

RECOMMENDATIONS:

That the City Council:

1. Approve the Agreement for RFP No. 2099, Mount Rubidoux Erosion Repairs Design Consultant with Michael Baker International, Inc., of Ontario, California in the amount of \$110,966.75;
2. Authorize the City Manager, or his designee, to execute the Agreement for RFP No. 2099, Mount Rubidoux Erosion Repairs Design Consultant with Michael Baker International, Inc., including making minor and non-substantive changes;
3. Authorize the City Manager, or his designee, to accept the grant award of \$352,335.34 from the Federal Emergency Management Agency (FEMA), and execute all grant documents including making minor and non-substantive changes to documents associated with the grant;
4. With at least five affirmative votes, authorize the Chief Financial Officer, or his designee, to record a supplemental appropriation and a corresponding interfund transfer from the Park Development Fund to the Grants and Restricted Programs Fund, Mount Rubidoux Park Wall Erosion Repairs Project and the Mount Rubidoux Park Road Erosion Project in

the total amount of \$117,445.11 for the local funds match; and

5. With at least five affirmative votes, authorize the Chief Financial Officer, or his designee, to record an increase in revenues and appropriate expenditures in the Grants and Restricted Programs Fund, Mount Rubidoux Park Wall Erosion Repairs Project and the Mount Rubidoux Park Road Erosion Project in the total amount of \$117,445.11 for the local funds match and \$352,335.34 for the total grant award.

BACKGROUND:

On June 6, 2017, the City adopted Resolution 23184, authorizing agents of the City of Riverside for filing applications and requesting release of funds for federal assistance from the Federal Emergency Management Agency (FEMA), the California Office of Emergency Services (CalOES) and/or state finance assistance under the California Disaster Assistance Act.

On February 14, 2019, high surface runoff from heavy rain events eroded the native embankment supporting the asphalt roadway and the grouted armoring protecting the roadway in 3 locations, along with a grouted stone retaining wall at a 4th location along the existing recreational trails.

On May 24, 2019, the City submitted a Request for Public Assistance application with the Federal Emergency Management Agency (FEMA) for the repairs of erosion damage at Mount Rubidoux Park.

On May 19, 2020, the Federal Management Agency (FEMA) approved the application by the City of Riverside for the Mount Rubidoux Road Erosion Repairs and Mt Rubidoux Wall Erosion Repairs projects in the amount of \$352,335.34 total.

DISCUSSION:

Mount Rubidoux Park covers 161 acres (0.65 km²; 0.252 sq mi) and features 3.5 miles (5.6 km) of paved roads and several dirt hiking trails which is open to pedestrians from dawn until dusk.

The Mt Rubidoux Erosion Repairs Design Consultant scope of services includes the following tasks:

1. **Site Inventory and Analysis** – Research and analyze the existing data, infrastructure, and facilities. Survey the site to gather remaining data necessary to complete design;
2. **Bid and Construction Documents** – Develop and prepare schematic designs for Department approval and then prepare a complete bid document package;
3. **Bidding and Award Support** – The City shall use the bid documents in obtaining and awarding a licensed contractor for the construction of the project;
4. **Construction Administration Support** – Assist with site visits, contractor compliance with project bid documents, construction material review, and inspections; and,

5. **Deliverables** – Consultant shall provide copies of all digital files as well as colored prints used/created during the course of the project. Prepare final record drawings and closeout documentation after final punchlist walk.

On April 15, 2021, the Purchasing Division posted RFP No. 2099 on the City's website. The RFP closed on May 3, 2021 and one proposal was received from Michael Baker International Inc.; Michael Baker International, Inc., was deemed responsive and received a high rating in the overall evaluation process. Subsequent to the evaluation, staff negotiated with Michael Baker International, Inc., to reduce their price by \$98,670 bringing the total down to \$110,966.75.

A selection committee, consisting of three City Staff members evaluated the proposal based on Qualifications, Experience Approach and Methodology and References. The evaluation committee determined that Michael Baker International Inc. is qualified to provide the services.

The Purchasing Services Manager concurs with the recommendation to award RFP No. 2099 to Michael Baker International, Inc. is in compliance with Purchasing Resolution 23256.

STRATEGIC PLAN ALIGNMENT:

The work contributes to the "Arts, Culture and Recreation" priority of the Envision Riverside 2025 Strategic Plan, which aims to provide diverse community experiences and personal enrichment opportunities for people of all ages.

The work contributes to goals 1.3, to improve parks, recreational amenities, open space, and trail development, and fulfill critical lifecycle and facility maintenance needs, and goal 1.4, to prioritize safety at parks, trails, arts, cultural and recreational facilities.

1. **Community Trust** – The City requested FEMA funding aid when the erosion damages had been discovered. These repairs will prevent risk to public health, safety, and further environmental damages. The public is currently able to track the projects' progress through the Parks Department's CIP tracking map located on the City's website.
2. **Equity** – Mount Rubidoux Park offers free paved hiking trails and recreational opportunities to all members of the public.
3. **Fiscal Responsibility** – The purchasing of all services for this project is in accordance with Purchasing Resolution No. 23256. The grant funding obtained for this project is in accordance with Purchasing Resolution No. 23184 and only requires a 25% City "match".
4. **Innovation** – Repair of the erosion damages at Mount Rubidoux ensures that the unique recreational opportunities offered by the free hiking trails are continued to be provided.
5. **Sustainability & Resiliency** – This project contributes to repairing existing City facilities and amenities, which encourages and provides access to healthy exercise opportunities for all City of Riverside residents.

FISCAL IMPACT:

The total fiscal impact of the action is \$469,780.45. Funding for the local match in the total

amount of \$117,445.11 will be appropriated and transferred from the Regional Park Special Capital Fund, Fund Balance to the Grants and Restricted Programs Fund into the projects listed below. Upon Council approval, revenues and appropriated expenditures will be recorded as outlined in the following tables.

Revenue:

Account:	Account Name:	Amount:
9171000-331300	Federal Capital Grants	\$21,756.00
9171000-340345	Regional Park Development	\$7,252.00
9170900-331300	Federal Capital Grants	\$330,579.34
9170900-340345	Regional Park Development	\$110,193.11
	Total Amount:	\$469,780.45

Expenditure:

Account:	Account Name:	Amount:
9171000-440120	Mt Rubidoux Park Wall Erosion Repairs (FEMA)	\$21,756.00
9171000-440305	Mt Rubidoux Park Wall Erosion Repairs (City Match)	\$7,252.00
9170900-440120	Mt Rubidoux Park Road Erosion Repairs (FEMA)	\$330,579.34
9170900-440305	Mt Rubidoux Park Road Erosion Repairs (City Match)	\$110,193.11
	Total Amount:	\$469,780.45

Prepared by: Randy McDaniel, Parks, Recreation and Community Services Interim Director
 Certified as to availability of funds: Edward Enriquez, Chief Financial Officer/Treasurer
 Approved by: Kris Martinez, Interim Assistant City Manager
 Approved as to form: Phaedra A. Norton, City Attorney

Attachment: Professional Consultant Services Agreement