City of Arts & Innovation

City Council Memorandum

TO: **HONORABLE MAYOR AND CITY COUNCIL** **DATE: JUNE 10, 2025**

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

SUBJECT: **REQUEST FOR PROPOSAL NO. 2411 FOR PROFESSIONAL CONSULTANT SERVICES AGREEMENT WITH PSOMAS OF RIVERSIDE, CALIFORNIA, FOR BIOLOGICAL AND ENVIRONMENTAL CONSULTING SERVICES TO SUPPORT PARK IMPROVEMENTS AND MAINTENANCE WORK AT FAIRMOUNT PARK, FOR A TWO-YEAR TERM, IN THE AMOUNT OF $312,557 PLUS 10% CHANGE ORDER AUTHORITY UP TO $31,255.70, FOR A TOTAL NOT TO EXCEED $343,812.70**

ISSUES:

Approve the Professional Consultant Services Agreement for Request for Proposal No. 2411 with Psomas of Riverside, California, for biological and environmental consulting services to support park improvements and maintenance work at Fairmount Park, for a two-year term, in the amount of $312,557, plus 10% change order authority up to $31,255.70 for a total not to exceed $343,812.70.

RECOMMENDATIONS:

That the City Council:

1. Approve the Professional Consultant Services Agreement for Request for Proposal No. 2411 with Psomas of Riverside, California, for biological and environmental consulting services to support park improvements and maintenance work at Fairmount Park in the amount of $312,557, for a two-year term;

2. Authorize 10% change order authority in an amount up to $31,255.70 for project changes including, but not limited to, unforeseen conditions or necessary contract changes, for a total contract amount not to exceed $343,812.70; and

3. Authorize the City Manager, or designee, to execute the Professional Consultant Services Agreement, including making minor and non-substantive changes.

BACKGROUND:

Fairmount Park is approximately 280 acres in size, situated near the Santa Ana River, south of State Route 60, and west of Market Street. Fairmount Park is the largest developed park in

Riverside. First dedicated in 1898, it is also the second oldest park in the City. The park is in what was once part of the Santa Ana River floodplain. Though now largely a developed urban park separated from the river by a levee, there remain several areas within the park that retain riparian habitat. To protect these areas and to comply with environmental regulations, any maintenance and improvements to these riparian areas require environmental clearance work prior to and biological monitoring during work.

The Parks, Recreation and Community Services Department (PRCSD) issued RFP No. 2411 for environmental and biological consulting services to support park improvements and maintenance work at Fairmount Park. The scope of work in the RFP included biological and environmental services to support three projects within Fairmount Park:

- Boy Scout Camp Fire Fuel Reduction Project – This fire fuel reduction project funded by a CalFire grant will remove invasive and non-native trees and selective understory within about 40-acres in the undeveloped area of the park west of Lake Evans.

- Stormdrain Outlet Maintenance Grading – This project will clear out sediment deposited at the outfall of a stormdrain pipe that drains into the undeveloped area west of Lake Evans. Sediment build up over the years has blocked the outfall, causing the stormdrain pipe to back up and not function properly, and contributes to flooding within the park. The outfall flowline will be regraded to ensure stormwater flows away from the stormdrain pipe outlet.

- Springbrook Wash Vegetation Removal – This project will remove invasive and non-native plants and other debris from the Springbrook Wash (also known as University Wash), between Market Street and the lakes. The wash gets full of trash and overgrown non-natives which reduces stormwater conveyance in the channel and contributes to flooding in the park.

DISCUSSION:

On July 16, 2024, the City Council awarded Bid No. 8036 to Ortiz & Sons, Inc., for the Fairmount Park Storm Drain Maintenance Grading Project.

On December 18, 2024, bids were received for the Fairmount Park Tree Removals for Wildfire Fuel Reduction project.

On October 25, 2024, the Purchasing Division posted Request for Proposal (RFP) No. 2411 for the Biological and Environmental Consulting Services to Support Park Improvements and Maintenance Work at Fairmount Park project on the City's website. The project received attention from 52 prospective bidders, 28 of those being listed as potential Prime bidders. In response to the RFP, the City received 6 proposals on November 22, 2024. After further review by the Purchasing Division, all the proposals were deemed to be responsive. A selection committee comprised of staff from the Parks, Recreation and Community Services Department evaluated the proposals. Psomas received the highest rating in the overall evaluation. The evaluation criteria, total points and rankings for each evaluation are summarized in the tables below.

Evaluation Criteria:

Qualifications	30%
Experience	20%
Pricing	20%
Professional References	10%
Approach and Methodology	20%

Evaluation Results:

Proposers	Location	Ranking	Points
Psomas	Riverside, CA	1	2480
Aspen Environmental Group	Agoura Hills, CA	2	2414
Chambers Group, Inc.	Costa Mesa, CA	3	2392
Dudek	Riverside, CA	4	2348
ECORP Consulting, Inc.	Irvine, CA	5	2281
MIG, Inc.	Riverside, CA	6	2239

Purchasing Resolution No. 24101, section 508 states that "Contracts 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 Qualification 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."

The Purchasing Manager concurs that the recommendation is in compliance with Purchasing Resolution No. 24101, section 508 (c).

STRATEGIC PLAN ALIGNMENT:

This item contributes to the Envision Riverside 2025 City Council Strategic Priority 1 – Arts, Culture and Recreation, Goal 1.3, to improve parks, recreational amenities, open space, and trail development, and fulfill critical lifecycle and facility maintenance needs.

This item aligns with the following Cross-Cutting Threads:

1. **Community Trust**: Standard City public procurement methods were utilized to solicit proposals from local firms. Fair and unbiased evaluations were conducted by City Staff members to make the final determination in accordance with adopted Purchasing Resolution No. 23914.

2. **Equity**: As a regional park, improvements to Fairmount Park serve the entire Riverside community.

3. **Fiscal Responsibility**: Competitive pricing was an evaluation factor used in the formal procurement process undertaken.

4. **Innovation**: Riverside is committed to responding to the community's on-going and changing needs and preparing for the future through fulfillment of land stewardship activities that will protect our natural resources for future generations.

5. **Sustainability and Resiliency**: These services will contribute to responsible stewardship of valued natural resources that serve both as habitat for wildlife and open space that improves the overall quality of life for the community.

FISCAL IMPACT:

The total fiscal impact of the action is $343,812.70, which includes the contract award of $312,557 and a 10% contingency in the amount of $31,255.70 as shown below in Table 1. Sufficient funding is available for this agreement as shown in Table 2 below.

Table 1. Project Costs

Contract Award	$312,557.00
Contingency (10%)	$31,255.70
TOTAL	**$343,812.70**

Table 2. Project Funding

Fund	Project	Account	Amount
Grants & Restricted Programs	Santa Ana River Fire Prevention	9350000-440220	**$142,052.90**
	Fairmount Park University Wash	9929400-440309	**$70,748.70**
Measure Z Capital	Fairmount Park Wier Dam/Storm Drain	9922909-462050	**$131,011.10**
		Total	**$343,812.70**

Prepared by: Alisa Sramala, Principal Park Project Manager
Approved by: Pamela M. Galera, Parks, Recreation and Community Services 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: Rebecca McKee-Reimbold, Interim City Attorney

Attachments:

1. Professional Consultant Services Agreement
2. RFP Award Recommendation
3. Presentation