



## CONSENT CALENDAR

### City of San Bernardino Request for Council Action

**Date:** August 7, 2024

**To:** Honorable Mayor and City Council Members

**From:** Rochelle Clayton, Acting City Manager;  
Lynn Merrill, Director of Public Works, Operations, and Maintenance.

**Department:** Public Works

**Subject:** **Approval of On-Call Professional Services Agreement and approval of Task Order Number 001 for Drainage Improvements at W Hill Drive near N Acacia Avenue (Ward 4)**

**Recommendation:**

It is recommended that the Mayor and City Council of the City of San Bernardino, California adopt Resolution 2024-177:

1. Approving Task Order Number 001 with Rick Engineering Company, Inc., in the amount of \$108,980.00 for design of W Hill Drive near Acacia Drainage Improvements (Project); and
2. Authorizing design contingencies, project management, and administrative costs in the amount of \$17,000; and
3. Authorizing the Director of Finance and Management Services to amend the FY 2024/25 Capital Improvement Plan by re-allocating \$125,980 from the Storm Drain Upgrade project to the W Hill Drive near N Acacia Drainage Improvements project; and
4. Authorizing the City Manager or designee to execute all documents necessary for the Task Order with Rick Engineering Company; and
5. Authorizing the City Manager or designee to expend the contingency fund, if necessary, to complete the project.

## **Executive Summary:**

Approving the task order for design services at W Hill Drive near N Acacia would lead to addressing the challenges posed by the flow of natural spring water and storm runoff along W Hill Drive. The proposal offers a comprehensive solution that prioritizes environmental sustainability, infrastructure resilience, and community safety. The Task Order would allow the City to issue Rick Engineering Company a Notice to Proceed, initiating the process to design the improvements. The Task Order will include Rick Engineering Company's design fee of \$108,980.00, with additional funds recommended for design contingencies, project management, and administrative costs amounting to \$17,000, bringing the total cost to \$125,980.

## **Background**

This project is funded with the use of Development Impact Fees (DIF). The fees are charges levied on new development projects to fund the necessary infrastructure and public services required by the growth. These fees are typically used for the construction and improvement of roads, parks, schools, and other essential facilities. However, DIF funds are restricted to being used only for the purposes for which they were collected, ensuring they directly benefit the development areas that generate them.

## **Discussion**

The City of San Bernardino's Public Works Department - Engineering Division seeks proposals for design services to address flooding and road damage caused by the flow of natural spring water and storm runoff along W Hill Drive. Currently, this water flows from the northwest corner of W Hill Drive and N Acacia Avenue downstream to the nearest Basin, located at N Mayfield Avenue and W Hill Drive. However, existing drainage facilities are insufficient to handle this flow, leading to recurring issues.

Inadequate capacity of drainage facilities along W Hill Drive results in flooding and road damage, posing risks to public safety and infrastructure integrity. The continuous flow of natural spring water exacerbates these issues, necessitating a sustainable solution to redirect the water to the designated basin.

The design aims to implement a diversion system that efficiently redirects the flow of natural spring water and storm runoff from W Hill Drive to the nearest basin. By optimizing the drainage infrastructure, the project will mitigate flooding, reduce road damage, and enhance the overall resilience of the area.

The Public Works Department previously worked with the Purchasing Division of the Finance Department to complete a formal Request for Proposal process (RFP) on July 12, 2022, for various professional services. A total of 24 firms were awarded Professional Services Agreements on November 16, 2022.

City staff requested design proposals from on-call engineering consultants for the project. The City received three proposals included in the table below.

Consultant Name	City	Proposal Cost
Rick Engineering Company	Riverside	\$108,980
NV5	San Diego	\$119,557
Hernandez, Kroone & Associates	San Bernardino	\$124,040

Staff has reviewed the proposals and recommend Rick Engineering Company. of Riverside, California to complete the design for this project. The proposal demonstrated a clear understanding of the project needs and includes a competitive price of \$108,980.00. Additional funds are recommended for design contingencies, project management, and administrative costs in the amount of \$17,000. The total cost of design, design contingencies, project management, and administrative costs is \$125,980.

Staff also recommends appropriating funding from the existing Storm Drain Upgrade project to fund the proposed W Hill Drive project. The Storm Drain Upgrade project is typically used to complete similar projects and has an existing balance of approximately \$1,548,098.54. Creating a separate capital Improvement project will facilitate project management and administrative processes. This action will not impact any other ongoing storm drain projects.

The table below shows the project balance after both storm drain projects are adopted:

Storm Drain Upgrade	\$1,548,098.54
Hill & Acacia Storm Drain	\$125,980.00
19th Street Storm Drain	\$75,930.00
Total Remaining After Both Projects	\$1,346,188.54
* Pending August 7th, 2024, MCC Approval	

### **2021-2025 Strategic Targets and Goals**

This project is consistent with Key Strategic Target and Goal No. 1: Improved Operational & Financial Capacity – Minimize risk and litigation exposure. Approval of this design services will result in public improvements being constructed that minimize property damage and health risks through upgrading the existing drainage system.

### **Fiscal Impact**

The fiscal impact for this item is \$125,980. Fiscal Year 2024/25 CIP Budget will be amended by transferring \$125,980 from the Storm Drain Upgrade project to the W Hill Drive near N Acacia Drainage Improvement project. There is no General Fund impact associated with this action.

### **Conclusion**

It is recommended that the Mayor and City Council of the City of San Bernardino, California adopt Resolution 2024-177:

1. Approving Task Order Number 001 with Rick Engineering Company, Inc., in the amount of \$108,980.00 for design of W Hill Drive near Acacia Drainage Improvements (Project); and
2. Authorizing design contingencies, project management, and administrative costs in the amount of \$17,000; and
3. Authorizing the Director of Finance and Management Services to amend the FY 2024/25 Capital Improvement Plan by re-allocating \$125,980 from the Storm Drain Upgrade project to the W Hill Drive near N Acacia Drainage Improvements project; and
4. Authorizing the City Manager or designee to execute all documents necessary for the Task Order with Rick Engineering Company; and
5. Authorizing the City Manager or designee to expend the contingency fund, if necessary, to complete the project.

**Attachments**

Attachment 1	Resolution 2024-177
Attachment 2	Task Order Number 001 – Rick Engineering Company
Attachment 3	Location Map

**Ward:**

Fourth Ward

**Synopsis of Previous Council Actions:**

June 26, 2024	Mayor and City Council adopted Resolution No. 2024-142 approving and adopting the City of San Bernardino's Operating Budget and Capital Improvement Plan for Fiscal Years 2024/25 and 2025/26.
November 16, 2022	Mayor and City Council approved award of a five-year On-Call Services Agreements with various engineering firms.