



CITY OF MENIFEE

SUBJECT: Agreement Amendments for the Capital Improvement Program Division of the Public Works Department

MEETING DATE: June 4, 2025

TO: Mayor and City Council

PREPARED BY: Jenny McConville, Management Analyst II

REVIEWED BY: Nick Fidler, Public Works Director

APPROVED BY: Armando G. Villa, City Manager

RECOMMENDED ACTION

1. Approve and authorize the City Manager to execute amendments with T.Y. Lin International, RTM Engineering Consultants, Inc., Parsons, Cardinal Environmental Consultants, Inc., Bucknam Infrastructure Group, Inc., and Bureau Veritas Technical Assessment, LLC, extending the terms of service for various Professional Services Agreements supporting the Capital Improvement Program Division of the Public Works Department.

DISCUSSION

The Capital Improvement Program (CIP) Division of the Public Works Department is responsible for the review and delivery of projects in a timely and cost-effective manner. In order to do this, the CIP division utilizes professional service agreements ("agreements") to support staff in processing more technical and specialized elements of project delivery. These services include, but are not limited to, various aspects of plan review, architectural and design support, environmental assessment, project inspection, and construction management services.

Due to the nature of project delivery, there are instances when agreements for professional services must be extended beyond their original terms to allow for the scope of services to be completed. This is necessary due to project tasks that may be delayed by circumstances outside of the City's control which often include complying with external regulatory agency requirements or project material delivery and utility coordination delays. Staff have determined a need to extend the terms of several existing agreements for the reasons stated above. Details for each of the attached proposed agreement amendments are provided below. The following projects are in various phases of activity and are ongoing, requiring extension of terms to ensure the scope of work is fulfilled by the respective firms.

1. CIP 13-03 Holland Road/I-215 Overcrossing Project – Professional Environmental and Civil Engineering Services Agreement with T.Y. Lin International

The construction phase is nearing completion. The contractor is completing punchlist items and submitting required closeout documents and as-builts. T.Y. Lin is tasked to compile this information and submit it to Caltrans and the City for review and approval prior to final project acceptance. The project closeout phase is estimated to take approximately four months. Amendment No. 8 would allow the additional time required to complete the closeout tasks. The proposed amendment is for term extension only and would not increase the total not-to-exceed amount of the agreement, as outlined in Table 1 below.

TABLE 1 – T.Y. LIN INTERNATIONAL AGREEMENT HISTORY

	Date Approved	Amount	Scope	Contract Term
Original PSA	6/14/2014	\$1,766,130	Architectural & Engineering Services	6/30/2019
Amendment No. 1	4/14/2016	\$95,100	Addition of noise mitigating walls to conceptual design plans, additional utility coordination	N/A
Amendment No. 2	7/18/2018	\$276,960	Revise plans per SCE and Caltrans, update all plans to latest Caltrans standards	N/A
Amendment No. 3	5/01/2019	Term Only	N/A	12/31/2023
Amendment No. 4	9/01/2021	\$280,928	Address extensive plan comments from regulatory agencies	N/A
Amendment No. 5	5/4/2022	\$77,390	Revise water plans per EMWD	N/A
Amendment No. 6	10/11/2023	\$75,159	Revise plans due to unforeseen utility conflicts	12/31/2024
Amendment No. 7	11/20/2024	\$15,000	Revise civil & electrical (utility) plans for Holland/Hanover intersection	6/30/2025
Amendment No. 8	PENDING	TERM ONLY	N/A	12/31/2025

2. CIP 23-02 Goetz Road/Vista Way Traffic Signal Project – Civil Design Services Agreement with RTM Engineering Consultants, Inc. (“RTM”)

Construction is anticipated to begin on this project in January 2026. Additional design efforts are needed to relocate the traffic signal cabinet, support utility coordination, and revise the final plans and specifications to complete the final design. Amendment no. 2 would allow for the additional time required to complete the full scope of the design phase. The proposed

amendment is for term extension only and would not increase the total not-to-exceed amount of the agreement, as outlined in Table 2 below.

TABLE 2 – RTM AGREEMENT HISTORY

	Date approved	Amount	Scope	Contract Term
Original PSA	2/15/2023	\$117,094	Civil Design Services	6/30/2024
Amendment No. 1	2/15/2023	\$22,840	Add bidding & construction phase support	6/30/2025
Amendment No. 2	PENDING	TERM ONLY	N/A	6/30/2026

3. **CIP 23-12 Menifee Road Widening – Scott Road to Garbani Road Project – Environmental and Civil Design Services Agreement with Parsons**

Unknown conditions including driveways encroaching on the City's right-of-way (ROW), additional utility conflicts, and extensive ROW coordination have occurred resulting in a project timeline delay. The additional items require extensive coordination and design. Amendment no. 2 would allow the additional time required to complete the full scope of the design phase. The proposed amendment is for a term extension only and would not increase the total not-to-exceed amount of the agreement, as outlined in Table 3 below.

TABLE 3 – PARSONS AGREEMENT HISTORY

	Date approved	Amount	Scope	Contract Term
Original PSA	7/19/2023	\$974,310	Environmental & Civil Design Services	6/30/2025
Amendment No. 1	4/2/2025	\$309,065	Additional ROW engineering/acquisition and environmental support	N/A
Amendment No. 2	PENDING	TERM ONLY	N/A	6/30/2027

4. **CIP 23-13 Cherry Hills Facility Improvements Ph. I Project – Haz-mat Management Services Agreement with Cardinal Environmental Consultants, Inc. (“Cardinal”)**

Cardinal was contracted to perform management and inspection services for the hazardous material removal. The hazardous materials abatement Contract Services Agreement was only recently awarded to Integrated Demolition and Remediation, Inc. IDR) on May 7, 2025 by City Council. Amendment no. 1 would allow the additional time required to complete the full scope of the Cardinal's Agreement following IDR's completion of abatement services. The proposed amendment is for a term extension only and would not increase the total not-to-exceed amount of the agreement, as outlined in Table 4 below.

TABLE 4 – CARDINAL AGREEMENT HISTORY

	Date approved	Amount	Scope	Contract Term
Original PSA	7/9/2024	\$11,500	Haz-Mat Management Services	6/30/2025
Amendment No. 1	PENDING	TERM ONLY	N/A	6/30/2026

5. **CIP 24-23 Pavement Management Program Update – Engineering Services Agreement with Bucknam Infrastructure Group, Inc. (“Bucknam”)**

The project is in the final phase for the Consultant to generate the final report. The proposed amendment is for a term extension only and would not increase the total not-to-exceed amount of the agreement, as outlined in Table 5 below.

TABLE 5 – BUCKNAM AGREEMENT HISTORY

	Date approved	Amount	Scope	Contract Term
Original PSA	9/18/2024	\$169,403	Engineering Services	6/30/2025
<i>Amendment No. 1</i>	<i>PENDING</i>	<i>TERM ONLY</i>	<i>N/A</i>	<i>6/30/2026</i>

6. **CIP 24-24 Americans with Disabilities Act (ADA) Self-Evaluation and Transition Plan Update – Engineering Services Agreement with Bureau Veritas Technical Assessment, LLC (“Bureau Veritas”)**

Amendment no. 1 is required to allow for the completion of the engineering site survey and compilation of survey findings into a final report. The proposed amendment is for a term extension only and would not increase the total not-to-exceed amount of the agreement, as outlined in Table 6 below.

TABLE 6 – BUREAU VERITAS AGREEMENT HISTORY

	Date approved	Amount	Scope	Contract Term
Original PSA	9/25/2024	\$249,776.56	Engineering Services	6/30/2025
<i>Amendment No. 1</i>	<i>PENDING</i>	<i>TERM ONLY</i>	<i>N/A</i>	<i>6/30/2026</i>

Pursuant to Menifee Municipal Code §3.12.090, any change orders in the amount greater than 10% of the contract amount or that exceeds \$25,000 in value, and any time extension of a performance deadline that exceeds 60 days, shall be approved by the City Council.

STRATEGIC PLAN OBJECTIVE

Connectivity and Mobility

FISCAL IMPACT

There are no fiscal impacts associated with approval of the proposed amendments for term extensions presented above.

ATTACHMENTS

1. Amendment No. 8 – T.Y. Lin for CIP 13-03
2. Amendment No. 2 – RTM for CIP 23-02
3. Amendment No. 2 – Parsons for CIP 23-12
4. Amendment No. 1 – Cardinal for CIP 23-13

5. Amendment No. 1 – Bucknam for CIP 24-23
6. Amendment No. 1 – Bureau Veritas for CIP 24-24