









Agreement/contract coversheet


DATE: September 13, 2021 




TO: Armando G. Villa, City Manager

CC:

| Department | Date | Initials |
|---|-----------|---|
| Kristen Jensen, PW Financial Analyst | 9/14/2021 |  |
| Nicolas Fidler, PW Director/City Engineer | 9/14/2021 |  |
| Wendy Preece, Deputy Finance Director | 9/14/2021 |  |
| Rochelle Clayton, Assistant City Manager | 9/15/2021 |  |
| Jeffrey T. Melching, City Attorney | 9/16/2021 |  |
| Sarah A. Manwaring, City Clerk | 9/20/2021 |  |

Agreement Routed/Approved by City Attorney: 9/13/2021 (Via email, attached)

| INSURANCE REQUIREMENTS | | | | |
|--|--------------------------|---|--------------------------|-----------------|
| CATEGORY | APPLICABLE | NOT APPLICABLE | WAIVED | EXPIRATION DATE |
| General Liability | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |
| Automobile Liability | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |
| Worker's Compensation | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |
| Professional Liability | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | |
| Other: Umbrella Liability | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| Other: _____ | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| APPROVED/REVIEWED BY RISK MANAGEMENT (R. Cardenas, Deputy Human Resources Director): | | DocuSigned by:  248C854AF184497... | | |

FROM: Carlos Geronimo, Principal Engineer 
 Jennifer Hernandez, Management Analyst 
 Margarita Cornejo, Financial Services Manager 

SUBJECT: Cultural Resources Treatment and Tribal Monitoring Agreements between the City of Meniffee and Pechanga Band of Luiseno Indians and Soboba Band of Luiseno Indians related to CIP 13-03: Holland Road/I-215 Overpass Project (Excavation/Grading Components)

IS THE AGREEMENT/CONTRACT WITHIN THE CITY MANAGER'S SIGNATURE AUTHORITY?

- ☒ Yes –
 ☐ Purchase of Commodities under \$50,000
 ☒ Professional Services under \$25,000
☐ Change Order under \$25,000 or less than 10% of original contract (supplies, equipment, services or construction contracts)
☐ Public Works Contract for \$45,000 or less
☐ No – City Council authorized City Manager to sign (Council action attached)

WHY IS THIS AGREEMENT/CONTRACT NEEDED?

CIP 13-03: Holland Road/I-215 Overpass Project will involve several phases of construction ultimately resulting in the construction of the much needed Holland Road Overpass Project. Initial construction efforts will involve excavation/grading activity. In compliance with environmental/historic preservation requirements the City

* Please attached a second page for additional information to support this agreement.

has reached out to both the Pechanga Band of Luiseno Indians and Soboba Band of Luiseno Indians to consult the tribes interest/role during the construction of the project. Both tribes have advised and responded with proposed Cultural Resources Treatment and Tribal Monitoring Agreements. Through these agreements representatives from both tribes shall provide on site monitoring services to identify any culturally significant artifacts during the excavation/grading process. Excavation/grading is anticipated to last approximately one month, in intermittently steps.

The two (2) separate agreements, but related agreements, provide for Cultural Resources Treatment and Tribal Monitoring Agreement from both the Pechanga and Soboba Tribes.

WHAT IS THE TOTAL LENGTH OF THE AGREEMENT/CONTRACT?

The term of the agreement will cover the project (CIP 13-03) Constuction period estimated to start summer 2022 and conclude fall 2023 (approximately 1 year)

WHAT IS THE TOTAL DOLLAR AMOUNT OF THE AGREEMENT/CONTRACT?

\$24,000 (Not-to-Exceed Amount). Billing will occur per the agreements' hourly rates of:

- Pechanga - \$75 to \$150 per hour
- Soboba- \$85 to \$180 per hour

HOW WAS THE VENDOR/CONSULTANT/CONTRACTOR DECIDED ON?

N/A (Soboba and Pechanga tribes)

Supplies/Equipment/Maintenance/Construction

- ☐ \$5,000 - \$49,000 – Three Written Quotes
- ☐ Over \$50,000 – Competitive Bidding and Formal Proposals

Public Works Projects

- ☐ Under \$45,000 – Purchase Order, Contract (Prudent Judgement)
- ☐ \$45,000 - \$174,999 – Informal Bidding Process
- ☐ Over \$175,000 – Formal Bidding Required

Prior Contract/Experience with the City

- ☒ Yes

Professional Services

- ☒ Under \$25,000 – City Manager
- ☐ Over \$25,000 – City Council Approval

WHERE ARE THE FUNDS COMING FROM?

Project budget

WHAT GENERAL LEDGER ACCOUNT NUMBER SHOULD BE USED FOR THE PURCHASE ORDER?

320-4555-58021 (CIP 13-03: Holland Road/I-215 Overpass Project)

IS THERE SUFFICIENT BUDGET? WHAT IS THE AVAILABLE BUDGET?

As of 9/13/2021 Account #320-4555-58021 has a balance of \$902,291.22 on FY 20/21 (See attached Eden Report). Correction::Available balance \$1,912,250.61 per Expenditure Status Report attached

The project budget is eligible to roll over to FY 21/22, as it is an active CIP Project underway.

Final CIP budget carryover will be presented for Council approval in September 2021.

| ATTACHMENTS | |
|-------------|---|
| - | CONTRACT/AMENDMENT |
| - | CERTIFICATES OF INSURANCE (N/A) |
| - | EMAIL TO CITY ATTORNEY FOR REVIEW/APPROVAL |
| - | EXPENDITURE STATUS REPORT (AVAILABILITY OF FUNDS) |