



CITY OF MENIFEE

SUBJECT: Agreement with Parsons for Professional Environmental and Civil Design Services for the Menifee Road Widening Project

MEETING DATE: July 19, 2023

TO: Mayor and City Council

PREPARED BY: Luke Qu, Associate Engineer

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 a Professional Services Agreement with Parsons for environmental and civil design services in an amount not-to-exceed \$974,310 for the Menifee Road Widening Project, CIP No. 23-12.

DISCUSSION

The Menifee Road Widening Project, Capital Improvement Program (CIP) No. 23-12 proposes widening the segment of Menifee Road between Garbani Road and Scott Road from an existing two-lane road to a four-lane corridor. The Project would also relocate existing overhead utilities, modify existing storm drain culverts impacted by the widening of the road, and install sidewalk and pedestrian ramps.

On March 22, 2023, staff administered a formal bid process on PlanetBids and solicited proposals for environmental and civil design services through a competitive Request for Proposal (RFP). The scope of work for the requested design services included project management, preliminary and final engineering design, environmental studies and environmental document preparation, submittals to environmental permitting agencies, coordination with utility and jurisdictional agencies, community outreach, right-of-way acquisition, and development of Plans, Specifications, and Estimates (PS&E).

The City received proposals from nine firms by the bid due date. Staff members with experience on similar projects served as the evaluation team to review the submitted proposals and score each proposal based on the firm's qualifications of different aspects of the scope of work. Each firm was ranked based on scores received by the evaluation team. Scores from all members of the evaluation team are equally weighted. The evaluation team then conducted interviews with the top three ranked firms on May 18, 2023. The evaluation team scored all three firms based on presentations made and a question-and-answer session conducted after each presentation, as summarized in Table 1 on the following page. Parsons ranked first among the three firms invited to the interview. The evaluation team determined that Parsons was the most qualified design consultant for the Project and their proposal was most closely aligned with the deliverables

outlined within the scope of the RFP. Staff proceeded to open Parsons's cost proposal of \$974,310 and determined the proposed fee was within the Project's existing budget and under the independent cost estimate of \$1,330,000.

Table 1 – Firm Ranking Summary

Firm Name	Qualification Ranking	Interview Score	Proposed Fee
Parsons	1	83.50	\$974,310
Wood Rodgers	2	82.67	\$1,718,613
Civil Pros	3	79.83	\$1,509,759

City Council's action is required for approval of the proposed Professional Services Agreement (PSA) for the environmental and civil design services with Parsons, as the total amount of the agreement exceeds the City Manager's signing authority.

STRATEGIC PLAN OBJECTIVE

Connectivity and Mobility

FISCAL IMPACT

The total anticipated cost for the PSA would be \$974,310. Funding for award of the proposed PSA is available within the existing Project budget in the current fiscal year, as summarized in Table 2 below.

Table 2 – Existing Project Budget

Fund	Project	Account Number	Available Balance	Cost of Services
TUMF Fees	Menifee Road Widening	310-4555-58166	\$2,169,000	\$974,310

ATTACHMENTS

1. Project Location Map
2. PSA – CIP 23-12