



CITY OF MENIFEE

SUBJECT: Agreement with Rick Engineering Company for Development of the Citywide Bridge/Culvert Inventory Study

MEETING DATE: September 6, 2023

TO: Mayor and City Council

PREPARED BY: Carlos Geronimo, Engineering Manager

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 Rick Engineering Company for the development of the Citywide Bridge/Culvert Inventory Study, Capital Improvement Program No. 24-14, in an amount not-to-exceed \$228,638.

DISCUSSION

Several storm drain facilities consisting of bridges, culverts under public roadways, storm drain pipelines, open channels, and other drainage systems exist within the City. Several of these facilities are nearing their 30-year useful life expectancy and would require extensive maintenance and repair. Since incorporating as a City, staff has recognized that there is little to no information as to the agency responsible for maintenance of these existing facilities and their current condition. The City-wide Bridge/Culvert Inventory Study (Study), Capital Improvement Program No. 24-14, proposes to identify and inventory existing facilities within the City limits, research as-built plans, easements, and possible maintenance agreements, perform field inspections to determine current conditions of the facilities, and develop a report which outlines recommendations for continued inspection and maintenance.

On June 19, 2023, staff released a Request for Proposal (RFP) to solicit firms to develop the Study. A single proposal from Rick Engineering Company (RICK) was received by the deadline in response to the RFP. Staff evaluated the proposal submitted by RICK and determined that it satisfied the requirements as outlined in the RFP. Staff proceeded to open the fee proposal submitted by RICK, which was for a total amount of \$228,638.

Staff has determined that the cost proposal submitted is reasonable for the scope of work required, is below staff's independent cost estimate of \$233,000 and is within existing budget for the Study. City Council action is required for approval of the proposed Professional Services

Agreement for the preparation of the Study with RICK 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 development of the Study with RICK is \$228,638. Funding for the Study is available through the approved Fiscal Year 2023/2024 Project Budget, as summarized in Table 1.

Table 1- Existing Project Funding

Fund	Project	Account Number	Available Balance	Cost of Services
Quality of Life	CIP 24-14	105-4555-58189	\$121,810	\$121,810
Gas Tax	CIP 24-14	200-4555-58189	\$128,190	\$106,828

ATTACHMENTS

1. Professional Services Agreement – Rick Engineering Company