



CITY OF MENIFEE

SUBJECT: Agreement with HELIX Environmental Planning, Inc. for Evans Park Environmental Consulting, CIP No. 17-01 (CS010)

MEETING DATE: June 16, 2021

TO: Mayor and City Council

PREPARED BY: Bryce Howell, Park/Landscape Manager

REVIEWED BY: Jonathan Nicks, Community Services Director

APPROVED BY: Armando G. Villa, City Manager

RECOMMENDED ACTION

1. Approve and authorize City Manager to execute professional services agreement with HELIX Environmental Planning Inc. for CEQA consulting services for CIP No. 17-01 (CS010) Evans Park in the amount not-to-exceed \$144,291.

DISCUSSION

In 2016, the City of Menifee was dedicated an estimated 19-acre property adjacent to Paloma Valley High School along Evans Road. Shortly after, the City purchased another four acres adjacent to the original land dedication for the development of a future park site, named Evans Park, as outlined in the Parks, Trails, Open Space and Recreation Master Plan (PTOSRMP). The twenty-three total acres of land is divided by Craig Avenue with approximately six acres south of Craig Avenue and another seventeen acres north of Craig Avenue..

In order to create forward movement in the development of Evans Park, Community Services staff have developed a phased approach and worked diligently to create a new design in the form of the Evans Park Pump Track and Bike Trails for the smaller six-acre parcel, while reserving the larger seventeen acres for a future sports park as envisioned in the PTOSRMP.

Once the phased approach to the development of Evans Park was approved as a part of the Fiscal Year 2020/21 Capital Improvement Program (CIP), staff took the necessary steps to research and develop a plan of action that began with an environmental Due Diligence Assessment for the entire twenty-three acre property. While the environmental review was underway, staff worked with the American Ramp Company (ARC) to develop a conceptual design, which was presented and recommended for approval by the Parks, Recreation and Trails Commission in December 2020. Subsequently, proposals were requested for full design and

specifications from firms on the City's approved on call engineering list. At the March 17, 2021 City Council Meeting, the professional services agreement with KOA Corporation for the design and specifications of the Evans Park Pump Track was approved.

At the conclusion of the environmental review, the consultant who performed the Due Diligence Assessment determined that a more in-depth study was necessary based on the information provided by the report. In accordance with purchasing best practices and with assistance from the Finance Department, staff implemented the Request for Proposal process by reaching out to environmental consulting firms on the CIP Environmental Services short-list. The City's current short-list is derived from the competitive Request for Qualifications process completed in 2018. Separate proposals were requested for environmental services for the entire Evans Park site including both the six-acre pump track and the area reserved for the future sports park. Four firms were contacted including Matthew Fagan Consulting Services, Rincon Consultants, Kimley Horn, HELIX Environmental and, two proposals were received.

After a thorough review and analysis of both proposals, staff recommends moving forward with HELIX Environmental Planning Inc. due to their competitively low pricing and their previous experience with the Evans Park site as the firm who completed the initial Due Diligence Assessment. The proposal provided by HELIX included the following:

Item Description	HELIX	Kimley Horn
Task 1. Technical Studies	\$98,936	\$95,000
Task 2. Initial Study/Mitigated Negative Declaration	\$45,355	\$44,235
Task 2A. Environmental Impact Report	\$122,337	\$184,800
Task 3. Project Management	<i>Included in Task 1 & 2</i>	\$42,700
Option 1 - TOTAL Task 1 & 2	\$144,291	\$139,235 + \$42,700
Option 2 - TOTAL Task 1 & 2A	\$221,273	\$279,800 + \$42,700

Upon preliminary review, HELIX believed that once the Technical Studies are completed CEQA requirements can be met without a full Environmental Impact Report (EIR) resulting in HELIX performing Task 1 and 2 of their proposal for an amount of \$144,291. The proposal included the cost of a full EIR (Task 2A) as a way of securing the pricing in the unlikely event it would be required to complete the project.

With the Evans Park Pump Track and Bike Trail design underway, the environmental Technical Studies will be taking place concurrently in order to efficiently use resources and keep the project moving forward timely. Staff have requested that upon approval of the professional services agreement, that HELIX complete the Technical Studies on the smaller six acre parcel first in order to minimize the impact on the project timeline, which has been modified to ensure the proper implementation of City purchasing policies and secure the best pricing available. After completing the pump track site, Helix will study the future sports park site to determine if there are any constraints with future development. CIP No. 17-01 (CS010) Evans Park is on track for groundbreaking in Winter and completion within Fiscal Year 2021/2022.

STRATEGIC PLAN OBJECTIVE

Livable and Economically Prosperous Community

FISCAL IMPACT

There is no general fund impact for this project, as all of the project funding is derived from Park and Trail Development Impact Fees (DIF). The overall cost of this contract will be \$144,291 and will be funded with the following allocations in FY2020/2021.

Account Name	Account Number	Amount
DIF 17 – Parks	511-4555-58052	\$72,145.50
DIF 17 – Trails	512-4555-58052	\$72,145.50
Total Project Funding		\$144,291

ATTACHMENTS

1. Agreement - HELIX Environmental Planning, Inc.