



## REPORT TO CITY COUNCIL

**To:** Honorable Mayor and Members of the City Council

**From:** Jason Simpson, City Manager

**Prepared by:** Shannon Buckley, Assistant City Manager

**Date:** February 27, 2024

**Subject:** Professional Services Agreement with Engineering Resources of Southern California, Inc. (ERSC) for the Civil Engineering Services of the City Park Parking Lot Project (CIP Project Z40037)

### **Recommendation**

Approve and authorize the City Manager to execute a Professional Services Agreement with Engineering Resources of Southern California, Inc. (ERSC) for Civil Engineering Services of the City Park Parking Lot Project (CIP Project Z40037) in an amount not to exceed \$97,760.00 as approved by the City Attorney and authorize the City Manager to execute change orders not to exceed a 10% contingency of \$9,776.00 for unanticipated costs.

### **Background**

Staff has engaged the services of Engineering Resources of Southern California Inc. (ERSC) to provide civil engineering design services with valued engineering concepts. These services are needed to create an engineered parking lot behind City Park. ERSC and the City's architect, STK Architectural, will work together to create additional parking for the park and a splash pad.

### **Discussion**

On October 11, 2023, the City in PlanetBids released a Request For Qualifications (RFQ) for qualified firms to provide professional civil engineering services. The selected civil engineering firm will engineer a parking lot for construction. The engineering team will need to work closely with STK Architecture, which is also designing the City Park splash pad. On or before the RFQ deadline, the City received three RFQ submittals, and they are listed below:

- ERSC Engineering
- PBLE Engineering
- IMEG Company

During the RFQ professional services phase, the intentional outcome was to ensure a complete understanding of the required and needed services, identification of assumptions, understanding and experience with parking lot functionality with amenities, and civil engineering costs. The Engineering Resources of Southern California, Inc. proposal has detailed all the required services to develop Parking Lot construction documentation. Engineering Resources of Southern California, Inc. has been a lead Civil Engineering firm on the Launch Pointe RV Resort, Public Works Trash Yard, and Library Street Parking Lot. Key tasks are included in the following:

- Record Data on Utilities Research Topography & Boundary Survey
- Base Map Development Plan Pre-Design
- Demolition Grading & Erosion Control Plans
- Street Improvement Plans as Needed
- Traffic Flow and Construction Documents
- Hydrology Study Water Quality Management Plan
- Grading Specifications Cost Estimates
- Water Quality Control Plan (WQMP)
- Coordination and Meetings

These required services are standard civil engineering services for the site development of the parking lot project. They will include the necessary civil engineering construction documentation to affect the development of the parking lot. These critical tasks are included in the following:

- Grading plan
- Water Quality Documents
- Layout parking stalls.
- Layout site geometrics.
- Layout drainage concept.
- Layout BMP location.
- Utility coordination.

ERSC deliverable services will include the following major elements:

- Plans, Specifications, and Estimates for the parking lot and stormwater runoff per City of Lake
- Elsinore requirements.
- Plans, Specifications, and Estimates for all utilities.
- Design coordination and technical data for the Gas Company during their design effort.
- Legal description and plat for sewer and utility easements.

ERSC – City Park Parking Lot

**Fiscal Impact**

The new corporate facility project (CIP Project Z40037) is included in the Fiscal Year 23/24 – 27/28 Capital Improvement Plan (CIP) budget and is funded with community development block grant (CDBG) funds.

**Attachments**

Attachment 1 –Agreement

Exhibit A –Proposal

Exhibit B – Additional Federal Requirements