

CITY OF PALM DESERT STAFF REPORT

MEETING DATE: March 14, 2024

PREPARED BY: Lucero Leyva, Project Manager
Deborah Glickman, Economic Development Coordinator

REQUEST: APPROVE AMENDMENT NO. 8 AND 9 TO CONTRACT NO. C41690 WITH HR GREEN FOR CDR00004 SECTION 29 PROJECT AND ADDITIONAL SERVICES RELATED TO THE BROADBAND FEASIBILITY AND MASTER PLAN STUDY

RECOMMENDATION:

1. Approve Amendment No. 8 and 9, respectively, to Contact No. C41690 with HR Green Pacific (HR Green) for CDR00004 Section 29 Project in an amount of \$66,000 and for additional services related to the Broadband Feasibility and Master Plan Study in the amount of \$8,496.
2. Authorize the City Manager to execute the amendments and documents necessary to effectuate the actions taken herein.

BACKGROUND/ANALYSIS:

Broadband Feasibility and Master Plan Study

In September 2022, the City Council approved Amendment No. 2 to the HR Green contract, in the amount of \$121,500 to conduct a Broadband Feasibility and Master Plan Study (Study). During the course of the Study, it became evident that it is crucial to use a Request For Expressions of Interest (RFEI) to determine whether interest exists within the broadband community to collaborate with the City on constructing a fiber network.

In November 2023, a RFEI was developed by HR Green and released on OpenGov and sent directly to potential partners. The RFEI was open for one (1) month and one (1) response was received from Arcadis. Staff and HR Green met with Arcadis and determined that they would be a viable partner for a broadband fiber network project. This indicated that there is at least one party interested in partnering with the City to build a fiber network and the information gleaned from Arcadis is included in the Study and has assisted staff in understanding the interest of potential partners for the broadband project.

Amendment No. 8 - Section 29 Project

On June 8, 2023, City Council approved Amendment No. 6 to HR Green, which ratified expenditures totaling \$244,668 for the Section 29 Retention Basin Improvements and Expansion Project CDR00004. The current contract includes professional services for the pond assessment, alternatives analysis, preliminary engineering, and final engineering.

City of Palm Desert
(Amendment Nos. 8 and 9 to Contract No. C41690)

HR Green provided both design services for the Section 29 project and the Study as part of the comprehensive On-Call Engineering Contract C41690. Below is a breakdown of the contract and amendments:

Summary of HR Green Contract C41690		
Description	Amount	Scope of Work
C41690	590,000	On-Call Support Services to the Development Services and Public Work Departments.
Amendment No. 1	590,000	The first 1-year extension of the contract
Amendment No. 2	121,500	Additional Services for Broadband Feasibility Study and Masterplan
Amendment No. 3	44,375	Extend Support to Land Development, building, planning process mapping, and TrakIT implementation
Amendment No. 4	128,900	Additional Engineering Services for Engineering Design Reference Manual and Standards
Amendment No. 5	85,000	Additional Services for Land Development inspections
Amendment No. 6	244,668	Additional Engineering Services for Section 29 Retention Basin Project
Amendment No. 7	300,000	Extend Contract for Building Plan Check Services

Since the additional 16.3 acre feet of storage needed for Section 29 are being placed on the future North Palm Desert Regional Park site, HR Green needed to coordinate their design efforts with the Park and Recreation team and Interwest, the park design consultant. This led to additional meetings being held to ensure that the project design did not interfere with the proposed future park design and improvements.

HR Green incurred additional design fees during the construction document phase of the project due to the addition of a box culvert and access road to the design. This request came from internal staff that felt it necessary to maintain access to Section 29 and the Mid Valley Channel for future maintenance and repair purposes. Before putting the project out to bid, HR Green had to complete the construction document review process, which included writing the specifications for the project, an additional 3 rounds of plan check review and comments and providing an estimated construction cost and schedule.

City of Palm Desert
 (Amendment Nos. 8 and 9 to Contract No. C41690)

Although the tasks mentioned above were not anticipated and were outside the original contract scope, staff felt it necessary for HR Green to provide these services to have a complete final design and biddable project.

Description	Amount
Approved Amendment No. 6	\$244,668
Pending Amendment No. 8	
Design Changes (Box Culvert/Access Road)	\$ 9,500
Coordination Meetings	\$,2,400
Plan Check Review/Comments	\$16,500
Construction Specifications	\$11,000
Bid Support	\$,1,700
Construction Support	\$24,900
Subtotal	\$66,000
New Contract Total	
	\$310,668

Amendment No. 9 - Broadband Study

With a proposal received and work complete staff is requesting that the additional services be added to the HR Green contract for the Broadband Study.

Staff recommends the approval of Amendment No.8 to the HR Green Contract C41690 for Project CDR00004 Section 29 Retention Basin Expansion and Improvements and Amendment No. 9 for the Broadband Study.

Legal Review:

This report has been reviewed by the City Attorney’s office

FINANCIAL IMPACT:

Section 29 - Funds for the Section 29 Project totaling \$66,000 are available within the Drainage Facility Fund 2324370-2000455. The funding breakdown for this project is as follows.

Fund	Account Number	Approved Budget	Allocated Funds
Drainage Facility	2324370-2000455	\$ 500,000	
Bad No. 1 (Sec 29)	2894374-5000455	\$3,000,000	
Restricted Capital Project	4514374-5000455	\$1,900,000	
Total Project Budget		\$5,400,000	
The Van Dike Contract Award			(\$ 4,630,291)
Contingency			(\$ 463,029)
Anser Advisory T0005530			(\$ 179,170)
Unallocated Budget			\$ 127,510
Pending HR Green Amendment No. 8			(\$ 66,000)
Remaining Budget		\$ 127,510	

Broadband - Funds in the amount of \$8,496 are available in the Economic Development Professional Services Other fund for this Amendment.

ATTACHMENTS:

1. Proposal for HR Green Amendment
2. HR Green RFEI Proposal
3. Amendment Nos. 8 and 9