

# CITY OF PALM DESERT STAFF REPORT

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MEETING DATE: July 11, 2024

PREPARED BY: Neal Ennis, Project Manager

REQUEST: AWARD CONTRACT C47850 IN AN AMOUNT NOT TO EXCEED \$964,728 TO HR GREEN, INC., FOR ENGINEERING SERVICES FOR THE STORM DRAIN INFRASTRUCTURE ASSESSMENT (PROJECT NO. CDR00006)

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## **RECOMMENDATION:**

1. Award Contract to HR Green, Inc., of Palm Desert, CA in an amount not to exceed \$964,728, for preliminary assessment, maintenance contractor oversight, and final assessment and reporting associated with year one of the program.
2. Authorize Director of Finance to set aside a 15% contingency in the amount of \$144,709 for any unforeseen conditions.
3. Authorize the City Attorney to make any necessary, non-monetary changes to the agreement.
4. Authorize the City Manager to review and approve written contract amendment requests to use up to the contingency amount, per Section 3.30.170B of the municipal code.
5. Authorize the Mayor to execute the Notice of Completion (NOC) and the City Clerk to file the NOC upon satisfactory completion of the project.

## **BACKGROUND/ANALYSIS:**

As a critical component of the built environment of the City, stormwater systems are vital to prevent flooding, nuisance water accumulation, street closures, property damage, and in extreme weather events, states of emergency. Drainage facilities must be regularly inspected and cleaned. Catch basins can sometimes trap sediments and other solid materials and/or debris that might otherwise clog a storm drain and cause flooding. The regular removal of trapped sediment and debris from these facilities reduces the likelihood of these impacts occurring, minimizes contamination in receiving waters, and satisfies some of the requirements of the City's National Pollutant Discharge Eliminations System (NPDES) Permit.

Staff and contractors have been diligent in their efforts with the annual Catch Basin Cleaning Program. Staff recommends improving the efforts, by continuing the annual Catch Basin Cleaning Program and implementing the Storm Water and Drainage Infrastructure Assessment, within the City of Palm Desert. The City's storm system generally performs well under normal rainfall events, but the operation of the system can be challenged during flash flooding that can occur in the desert, thereby necessitating a comprehensive evaluation and consolidation of the storm drain infrastructure data for maintenance and future design of improvements.

Since 2001, the City has used stormwater funds to comply with the municipal separate storm water systems (MS4) regulatory requirements, utilized capital funds for the development of drainage and floodplain improvements, and is now seeking to perform an overall stormwater infrastructure assessment. The goal is to create a condition report and database of all existing facilities for improved emergency responses to future significant flood events, as well as provide a tool for future management, maintenance, and improvements of the system. The Stormwater Infrastructure Assessment will be broken into the following phases:

- Phase 1 – Preliminary Assessment
  - Research Records
  - Preliminary Mapping
  - Reconnaissance/Surveying
  - Video Inspections
  
- Phase 2 – Maintenance Contractor Oversight
  - Field Observations
  
- Phase 3 – Final Assessment and Report
  - Final Mapping
  - Report Preparation
  - Maintenance Program

The project was advertised for proposals through the City’s bid management portal OpenGov and on May 20<sup>th</sup>, 2024, one proposal was received electronically.

<u>Contractor</u>	<u>Location</u>	<u>Bid Amount</u>
HR Green, Inc.	Palm Desert, CA	\$964,728

HR Green, Inc. submitted the sole responsive proposal in an amount not to exceed \$964,728. Staff reviewed the proposal documents, and all the requirements in the request for proposal were met. HR Green has performed well for the City on previous projects, so there is no concern about the lack of competition in pricing as in the development of this project a cost estimate was prepared, and HR Green’s pricing was within 5% of the engineers estimate.

**Project Description:**

HR Green will review and extract storm water information from existing City records in both GIS electronic files and field observations. Cleaning and video inspections will be conducted and incorporated in the final assessment report. The maintenance program will be included as part of the Final Assessment and Report to be provided by HR Green, Inc.

**Legal Review:**

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

**FINANCIAL IMPACT:**

The Stormwater and Drainage Infrastructure Assessment is being funded through Measure A Funds and included as part of the approved FY 2024-25 Annual Budget and CIP Program. There is no impact to the General Fund.

<b>Project</b>	<b>Funding Source</b>	<b>FY 24/25 Budget</b>
Storm Drain Infrastructure Assessment	2134370-4400100	\$3,360,000

**ATTACHMENTS:**

1. HR Green Proposal
2. Contract C47850