

CITY OF PALM DESERT STAFF REPORT

MEETING DATE: July 11, 2024

PREPARED BY: Ryan Lamb, Senior Project Manager, Capital Projects

REQUEST: REJECT ALL BIDS, APPROPRIATE FUNDS, AUTHORIZE THE CITY MANAGER TO AWARD A CONTRACT FOR THE CIVIC CENTER PARKING LOT REHABILITATION PROJECT IN AN AMOUNT NOT TO EXCEED \$600,000

RECOMMENDATION:

1. Reject all bids due to non-responsiveness.
2. Authorize the Director of Finance to appropriate funds in the amount of \$600,000 from unallocated Capital Improvement Fund to Account No. 4004161-5000914.
3. Authorize the City Manager to negotiate and execute an agreement for Civic Center Parking Lot Rehabilitation in the best interest of the City in an amount not to exceed \$600,000, including contingency.
4. Authorize the City Manager to review and execute written requests for change orders, amendments, and any other documents necessary to effectuate this action, per Section 3.30.170 B of the Palm Desert Municipal Code.
5. Authorize the City Manager to execute the Notice of Completion (NOC) and the City Clerk to file the NOC upon satisfactory completion of the Project.

BACKGROUND/ANALYSIS:

On February 14, 2023, Egan Civil, Inc., who was under contract for on-call engineering services, was issued a Task Order to evaluate the ADA Parking and associated path of travel at City Hall for deficiencies, and prepare improvement plans and specifications for remediation.

On August 24, 2023, OMINS, Inc., was contracted for professional services to update the City's current Pavement Management Program (PMP) to include a condition assessment of City-owned parking lots. The Public Works and Capital Improvement Projects departments provide for development, design, construction, maintenance and management of City-owned facilities. The Pavement Management Program (PMP) is a useful planning tool utilized in budgeting maintenance strategies, a resource to City Council in Pavement Condition Impact (PCI) rating streets and parking lots, and a database for attribute data of the pavement network.

OMINS, Inc., conducted the City-wide parking lot survey totaling thirty-three (33) locations. A verification of lengths, widths, and area adjustments was calculated. The survey includes distress data based on the Army Corps of Engineering Standards established for MicroPAVER, in accordance with ASTM D6433 (the American Society for Testing Materials Parking Lots

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 Parking Lot Rehab

Pavement Condition Index), and budget scenarios prioritizing parking lot repairs by condition and cost analysis.

Request for Bids:

City Staff advertised the City Hall ADA Parking Lot Improvements & Civic Center Parking Lot Slurry project on June 4, 2024, via OpenGov and received one bid by the June 20, 2024, deadline, which was deemed non-responsive due to invalid documentation.

Contractor	Location	Total Bid
GWC Construction	Palm Desert, CA	\$580,000 (Bid Bond incomplete)

Staff bundled the City Hall and Civic Center Parking Lot projects hoping for economy of scale with bidding. Because the bidding was unsuccessful, it is in the best interest of the City for Staff to un-bundle the projects and reach out to vendors for proposals.

The work is planned to take place this Summer when park attendance is lowest. Because Council does not meet again until late August, Staff is requesting City Council authorize the City Manager to execute a contract not to exceed \$600,000, including contingency.

Legal Review:

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

FINANCIAL IMPACT:

Funds in the amount of \$168,000 were included in the FY 2024-25 CIP Carryover Request in account 1104313-4332000 for the City Hall ADA Parking Lot Improvements project. The Civic Center Parking Lot Rehabilitation was included in the CIP in a future fiscal year, so staff is requesting an appropriation in the current year to Account No. 4004161-5000914 in the amount of \$600,000 from unallocated Capital Improvement Funds and will offset that amount in next year’s CIP Program. There is no impact to the General Fund with this action.

Project/Program	Account No.	Est Costs	Budget Request
Civic Center Parking Lot Rehabilitation	4004161-5000914	\$600,000	
City Hall ADA Parking Lot Improvements	1104313-4332000	\$168,000	
FY 2024-25 CIP Approved Carryover			\$168,000
<i>This Request for Appropriation</i>			\$600,000
Total		\$768,000	\$768,000

ATTACHMENTS:

1. City Hall ADA Parking Improvement Plans
2. Pages from Citywide Parking Lot Evaluations
3. Civic Center Parking Lot Slurry Area of Work Aerial