

PALM DESERT HOUSING AUTHORITY STAFF REPORT

MEETING DATE: June 12, 2025

PREPARED BY: Celina Cabrera, Senior Management Analyst

SUBJECT: AWARD CONTRACT TO TRI-STAR CONTRACTING II, INC., FOR
DEMOLITION AND PARTIAL REMOVAL OF WATER FEATURE AT ONE
QUAIL PLACE APARTMENTS (PROJECT NO. CHA00012)

RECOMMENDATION:

1. Award Contract to Tri-Star Contracting II, Inc., for demolition and partial removal of water feature at One Quail Place Apartments, in an amount not to exceed \$128,362.
2. Authorize the Director of Finance to set aside a 20% contingency in the amount of \$25,672 for unforeseen circumstances.
3. Authorize Special Legal Counsel to make necessary non-monetary changes to the contract.
4. Authorize the Executive Director to approve and execute the contract, change orders up to contingency amount, amendments, and any other documents necessary to effectuate this action in accordance with Section 3.30.170(B) of the Palm Desert Municipal Code.
5. Authorize the Executive Director to execute the Notice of Completion and the City Clerk file the same upon satisfactory completion of the project.

BACKGROUND/ANALYSIS:

Prior to 2015, One Quail Place featured 10 water ponds distributed throughout the property. However, in 2015, 9 of these ponds were removed due to aging equipment, escalating utility costs, and ongoing maintenance challenges. The ponds were backfilled and integrated into the surrounding landscape design. The remaining water feature, located at the front entrance of the property and the subject of this staff report, was retained at that time because its equipment had been updated and remained functional.

On February 4, 2025, property management notified staff of a leak in the entrance water feature, resulting in water pooling and running across the parking lot. V.M. Pool Service and Repair, the service contractor, promptly drained the water from the feature and shut down the equipment to prevent further water loss and potential safety hazards. The contractor has provided an initial estimate of \$6,800 for exploratory work to determine the source of the leak. At this time, staff has not authorized the exploratory work pending further direction.

Staff further assessed the situation and considered many things such as anticipated costs associated with repairing an aging, non-essential water feature, the City's water conservation goals, the need for equipment replacement, and ongoing operation and maintenance expenses. As a result of the assessment, staff solicited bids to remove the ponded water areas of the water feature while retaining the existing rock and boulder structure as much as possible to integrate into the surrounding low-maintenance desert landscaping.

On March 18, 2025, a bid request for the Demolition and Partial Removal of the Water Feature at One Quail Place Apartments was posted on the City's online bid management portal Open Gov (Project ID: 2025-RFP-168) to registered vendors pursuant to Section 3.30.095 of the PDMC. A mandatory pre-proposal meeting was held on March 27, 2025, wherein seven contract companies were in attendance. Proposals were due on April 18, 2025, and three proposals were received.

A selection committee, comprised of representatives from the Housing, Capital Improvements, and Landscape teams, was formed to evaluate the proposals and score them according to the following criteria that were provided in the published RFP:

- Clarity and conformance of the proposal to the RFP (10%)
- Content of the proposal, including the work plan (30%)
- Proposer's experience and performance (25%)
- Team members' experience (10%)
- Fee Proposal (25%)

The proposals were ranked cumulatively as follows:

Proposer	Ranking	Overall Proposal Score	Cost Proposal
Tri-Star Contracting II, Inc.	1	63.33	\$128,362.00
Sky Construction Services, Inc.	2	59.00	\$160,912.00
American Heritage Pool Corporation	3	45.67	\$51,253.50

Tri-Star Contracting II, Inc. received the highest evaluation score due to their completeness, accuracy, responsiveness to the bid documents, and the city's experience and knowledge of the qualifications and reliability of the bidder. Tri-Star's proposal demonstrated capability and experience aligning with the scope of work that demonstrates their ability to meet the Authority's project requirements and standards for successful project delivery. Tri-Star is the best overall value to provide the required service to the Authority.

Although Tri-Star is not the lowest bidder, prior experience with American Heritage Pool has demonstrated delays in schedule and multiple change orders resulting in increased costs. Additionally, American Heritage Pool did not provide sufficient documentation to demonstrate their ability to meet the Authority's project requirements and standards for successful project delivery.

The removal of the non-essential water feature at the entrance of the property will save approximately \$15,000 per year in annual maintenance, as well as water and electric utilities.

Legal Review:

This report has been reviewed by the City Attorney's Office.

Appointed Body Recommendation:

The Housing Commission will review this recommendation at its regular meeting on June 11, 2025. Upon request, a verbal report will be provided.

FINANCIAL IMPACT:

Funds are available in the FY 2024-25 Annual Budget in Housing Authority Account No. 8714195-4331100. Therefore, there is no financial impact to the General Fund with this action.

ATTACHMENTS:

1. Estimate provided by V.M. Pool Service and Repair for Exploratory Work
2. Tri-Star Contracting II, Inc. Bid
3. Draft Short Form Construction Contract
4. Draft Payment and Performance Bond