



STAFF REPORT
6/28/2023

TO: Honorable Mayor and City Council Members

FROM: Andrew Simmons, P.E., City Engineer

SUBJECT: Professional Service Agreement with Heptagon Seven to develop final Plans, Specifications and Engineer's Estimates for the Bagdouma Park Restroom Projects, City Projects P-30 and P-32.

STAFF RECOMMENDATION:

Authorize the City Manager to use on-call Professional Service Agreement with Heptagon Seven in an amount of \$39,800 plus 20% contingency to develop final Plans, Specifications and Engineer's Estimates (PS&E) for the Bagdouma Park Restroom Projects, City Projects P-30 and P-32.

BACKGROUND:

The County of Riverside and City of Coachella executed a Cooperation Agreement, dated July 1, 2018 for the Community Development Block Grant, Home Investment Partnership Program and Emergency Solutions Grant, whereby the City elected to participate with the County and to assist and undertake essential community development and housing assistance activities pursuant to the Housing and Community Development Act of 1974.

On February 24, 2021 and November 10, 2021, City Council adopted Resolutions 2021-15 and 2021-69, respectively, approving a Supplemental Agreement with the County of Riverside for use of Community Development Block Grant (CDBG) funds for the Bagdouma Restroom Projects. To expedite the projects and maximize funding the City will design and construct the two projects simultaneously. The project will add a restroom and concession stand by the soccer fields located on the southeast corner of Avenue 51 and Frederick Street and replace an existing restroom next to the basketball courts located on the northeast corner of Avenue 52 and Frederick Street.

DISCUSSION/ANALYSIS:

Staff published a request for qualifications for on-call engineering services and received 21 responses. On January 25, 2023 the City Council authorized the City Manager to qualify and execute Professional Service Agreements for on-call engineering services with eight (8) firms, including Heptagon Seven. The qualified firms were evaluated and Heptagon Seven was selected based on experience, schedule and familiarity with the area. Heptagon Seven has previous experience working on the basketball courts and is familiar with area and City standards and specifications. This will provide an expedited timeline and a high-quality set of plans.

FISCAL IMPACT:

No fiscal impact to CIP FY 23/24 budget. Design services and contingencies in the amount of \$47,760 are within appropriated budget and shall be funded by Fund 126 (Park DIF).

ATTACHMENTS:

1. Heptagon Seven Proposal
2. Heptagon Seven PSA