



Staff Report

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**File #:** 23-0532

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**REQUEST FOR CITY COUNCIL AND  
CORONA UTILITY AUTHORITY ACTION**

**DATE:** 06/21/2023

**TO:** Honorable Mayor and City Council Members  
Honorable President and Board Members

**FROM:** Public Works Department & Utilities Department

**SUBJECT:**

PROFESSIONAL SERVICES AGREEMENT WITH MARK THOMAS & COMPANY, INC. FOR DESIGN AND ENGINEERING SERVICES FOR ONTARIO AVENUE WIDENING AT LINCOLN AVENUE PROJECT, NO. 2022-12, FOR A TERM OF THREE YEARS, JUNE 21, 2023, THROUGH DECEMBER 31, 2026, IN THE AMOUNT OF \$749,329

**EXECUTIVE SUMMARY:**

This staff report asks the City Council to approve the Professional Services Agreement with Mark Thomas & Company, Inc. in the amount of \$749,329 for the design and engineering services for the Ontario Avenue Widening at Lincoln Avenue Project, No. 2022-12. The project will widen the roadway on Ontario Avenue between Lincoln Avenue and Conejo Street from 4 lanes to 6 lanes and construct the missing infrastructure in the areas, such as curb and gutter, parkways, sidewalks, driveways, street lights, and landscaped median islands, extend the reclaimed water mainline along Ontario Avenue, modify the existing traffic signals at Ontario/Oak and Ontario/Lincoln, and construct a new traffic signal at Lincoln/Othello, to improve multimodal mobility through the area.

**RECOMMENDED ACTION:**

**That the City Council:**

- a. Approve the Professional Services Agreement with Mark Thomas & Company, Inc. for design and engineering services for a term of three years, June 21, 2023, through December 31, 2026, in the amount of \$749,329, and waive any and all minor irregularities in the proposal.
- b. Award Request for Proposal 23-033CA to Mark Thomas & Company, Inc. for design and engineering services for the Ontario Avenue Widening at Lincoln Avenue Project, No. 2022-12.

- c. Authorize the City Manager, or his designee, to execute the Professional Services Agreement with Mark Thomas & Company, Inc. in the amount of \$749,329, including any non-substantive extensions, change orders, purchase orders, and amendments up to the amount authorized in Corona Municipal Code Section [3.08.070\(I\)](#), which is equivalent to \$74,933 or 10%.

**That the Corona Utility Authority** review, ratify, and to the extent necessary, direct that the City Council take the above actions.

**BACKGROUND & HISTORY:**

The City of Corona (City) Strategic Plan identifies several goals, including providing sound infrastructure and a safe community. Providing sound infrastructure can be achieved by investing in public infrastructure, including adequate roadways, drainage, sidewalks, parkways, ADA ramps, street lighting, traffic signals, crosswalks, and raised medians. Providing a safe community can be achieved by investing in public infrastructure.

This project will complete the missing civil improvements on Ontario Avenue and Lincoln Avenue, providing continuity along the Ontario Avenue corridor and improve multi-modal transportation through the area. The project was presented at two City Council Meetings on September 21 and October 19, 2022, and was approved and fully funded during the latter meeting with the approval of an agreement from Western Riverside County Council of Government’s (WRCOG), Traffic Uniform Mitigation Fee (TUMF) Funding program.

**ANALYSIS:**

Request for Proposals (RFP) 23-033CA for design and engineering services for the Ontario Avenue Widening at Lincoln Avenue Project was advertised on February 27, 2023, pursuant to CMC Section [3.08.110](#) Non-Public Projects formal bidding procedure, and posted on the City’s bidding portal, PlanetBids. On March 7, 2023, nineteen (19) consultants attended a mandatory pre-proposal meeting held at the project site. On March 30, 2023, four proposals were received through the PlanetBids bidding service. The following is a summary of the proposal evaluation results:

<b>Firm</b>	<b>Location</b>	<b>Evaluation Ranking</b>
1 Mark Thomas	Ontario, CA	1
2 Hunsaker & Associates	Irvine, CA	2
3 Proactive Engineering Consultants	Corona, CA	3
4 K&A Engineering	Corona, CA	4

Based on the proposal evaluation analysis, the team from Mark Thomas & Company Inc. possess the skills, experience, and staffing necessary to execute the scope of work for this project successfully. The project manager assigned to this project has successfully completed projects of similar nature, size, and complexity and will be supported by internal staff and by specialty firms with a similar record of success and experience. Staff recommends awarding the contract to Mark Thomas & Company Inc.

**FINANCIAL IMPACT:**

Funding for the design and engineering services and all other necessary costs is available in the Fiscal Year 2023 Capital Improvement Project (CIP) titled "Ontario Avenue Widening at Lincoln Avenue" Project, No. 77750, which has a total budget of \$6,000,000 across multiple funding sources. The costs for the portion of the design of the reclaimed water mainline extension along Ontario Avenue have been included in the Proposed FY 2024 Capital Improvement Plan within the Reclaimed Water Utility Fund 567 for the Ontario Avenue Reclaimed Waterline Extension Project.

The estimated cost for design and engineering services is outlined as follows:

Consultant.....	\$749,329
Contingency.....	\$74,933
<b>Total Costs.....</b>	<b>\$824,262</b>

**ENVIRONMENTAL ANALYSIS:**

These actions are exempt from the California Environmental Quality Action (CEQA), as the actions are not a "project" as defined by CEQA (PRC Section 21065 and CEQA Guidelines Section 15378), guidelines which define a "project" as the whole of an action, which has a potential for resulting in either a direct physical change in the environment, or reasonable foreseeable indirect physical change in the environment, and that is an activity directly undertaken by any public agency including public works construction and related activities. These actions involve the approval of a professional services agreement. Therefore, no environmental analysis is required at this time. After approval of the recommended actions herein, staff will proceed with the design and environmental document phase of this project. Any applicable documentation will be prepared and filed at that time.

**PREPARED BY:** JULIANNA ZALESKI, ASSOCIATE ENGINEER

**REVIEWED BY:** SAVAT KHAMPHOU, PUBLIC WORKS DIRECTOR & TOM MOODY, DIRECTOR OF UTILITIES

**Attachments:**

1. Exhibit 1 - Location Map
2. Exhibit 2 - Professional Services Agreement