



Staff Report

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**File #:** 24-0468

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**REQUEST FOR CITY COUNCIL ACTION**

**DATE:** 06/05/2024

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

**FROM:** Public Works Department

**SUBJECT:**

PROFESSIONAL SERVICES AGREEMENT WITH GRIFFIN STRUCTURES, INC. FOR CONSTRUCTION MANAGEMENT SERVICES FOR THE CITY PARK REVITALIZATION PROJECT, NO. FC-2024-07, FOR A TERM OF 48 MONTHS FROM JUNE 2024 THROUGH JUNE 2028, IN THE AMOUNT OF \$4,285,000 AND AN ADDITIONAL APPROPRIATION OF \$2,547,726 FROM MEASURE X FUND 120

**EXECUTIVE SUMMARY:**

This staff report asks the City Council to approve the Professional Services Agreement with Griffin Structures, Inc. for \$4,285,000 for construction management, special inspections and testing, safety officer, and labor compliance services for the City Park Revitalization Project, No. FC-2024-07. The project will construct a new aquatics center, community center, public event/sports space, splash pad, playground, and other related improvements at City Park per the adopted City Park Master Plan and approved City Park Conceptual Plan.

**RECOMMENDED ACTION:**

**That the City Council:**

- a. Approve the Professional Services Agreement with Griffin Structures, Inc. for construction management services for a term of forty-eight months, June 6, 2024, through June 30, 2028, in the amount of \$4,285,000, and waive any and all minor irregularities in the proposal.
- b. Award Request for Proposal 24-056AS to Griffin Structures, Inc. for construction management services for the City Park Revitalization Capital Improvement Project, No. FC-2024-07.
- c. Authorize the City Manager, or his designee, to execute the Professional Services Agreement with Griffin Structures, Inc. in the amount of \$4,285,000, including any non-substantive extensions, change orders, purchase orders, and amendments up to 10% or \$428,500.

- d. Authorize an appropriation in the amount of \$2,547,726 from Measure X Fund 120 to the City Park Revitalization Capital Improvement Project No. FC-2024-07.

**BACKGROUND & HISTORY:**

Goal 3 of the City of Corona’s (City) Strategic Plan provides for sound infrastructure. A key objective is to enhance parks and recreation facilities, including redeveloping City Park. The City Park Master Plan was adopted by the City Council on July 19, 2023, after an 18-month process that involved marketing and outreach efforts to the community. Subsequently, the City conducted a Request for Proposals process for architectural and engineering design services for the City Park Revitalization Project. As a result, the City Council awarded a professional services agreement for the project with RIOS, Inc. at the November 15, 2023, City Council meeting for \$7,596,343.

Design for City Park is currently underway. The project has a timeline to start construction in early 2025. To assist with the project, the City is seeking the services of a qualified Construction Management firm. In addition to managing the overall construction activities, the selected consultant will be tasked with reviewing construction plans and specifications at 60% and 90% completion for constructability. This is a recommended cost saving measure that helps avoid field change orders, other construction issues, and assists in value-engineering for the project.

**ANALYSIS:**

Request for Proposals (RFP) 24-056AS for construction management services for the City Park Revitalization Project was advertised on January 17, 2024, pursuant to CMC Section [3.08.110](#) Non-public projects formal bidding procedure, and posted on the City’s bidding portal, PlanetBids. On March 5, 2024, five proposals were received through the PlanetBids bidding service.

Proposals were evaluated based on the completeness of the response, the qualifications of the firm and its personnel, the project understanding, and the work plan approach. In addition, City staff conducted interviews with the top three firms on April 24, 2024, to further assess each candidate's abilities.

The following is a summary of the proposal evaluation results:

Firm Name	Location	Rank
Griffin Structures, Inc.	Irvine, CA	1
Swinerton Management and Consulting	San Diego, CA	2
RWBid Construction Management and Consulting	Hermosa Beach, CA	3
Transtech Engineers, Inc.	Chino, CA	4
FEI Associates Consulting Engineers	Chino, CA	Non-Responsive

Based on the proposal evaluation analysis and interview process, which included evaluators from three separate departments, Griffin Structures, Inc.’s team was determined to possess the skills,

experience, and staffing necessary to execute the scope of work for this project successfully. City staff contacted references listed in Griffin Structures’ proposal, and all indicated that they were very satisfied with Griffin Structures’ performance. After reviewing the cost proposal from Griffin Structures, the City requested a Best and Final Offer (BAFO) from Griffin Structures. As a result, the original cost proposal was reduced by over 5% overall.

Staff recommends that the top firm, Griffin Structures, Inc., be retained to perform the construction management services for the City Park Revitalization Project (Exhibit 2).

**FINANCIAL IMPACT:**

The funding for the City Park Revitalization Capital Improvement Project No. FC-2024-07, is currently \$2,380,024. Additional \$2,547,726 is requested from Measure X Fund 120 to award the construction management services professional services agreement to Griffin Structures, Inc. and to provide for staff support and contingency.

The current project cost estimates are as follows:

Construction management.....	\$4,285,000
<u>Staff support and contingency.....</u>	<u>\$642,750</u>
Total Cost Estimate.....	\$4,927,750

**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. Staff is in the process of the design and environmental document phase of this project. Any applicable documentation will be prepared and filed at that time.

**PREPARED BY:** TRACY MARTIN, SENIOR PROJECT MANAGER

**REVIEWED BY:** SAVAT KHAMPHOU, PUBLIC WORKS DIRECTOR

**Attachments:**

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