



# STAFF REPORT

## CITY of YORBA LINDA

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### PUBLIC WORKS DEPARTMENT

**DATE:** SEPTEMBER 20, 2022

**TO:** HONORABLE MAYOR AND MEMBERS OF THE COUNCIL

**FROM:** JAMIE LAI, P.E. PUBLIC WORKS DIRECTOR/CITY ENGINEER  
PREPARED BY: FREDY CASTILLO, ASSISTANT ENGINEER

**SUBJECT:** AWARD OF PROFESSIONAL SERVICE AGREEMENT TO NCM ENGINEERING CORPORATION FOR CITY-WIDE STRUCTURAL BRIDGE INSPECTION SERVICES

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### **RECOMMENDATION**

It is recommended that the City Council:

1. Award a professional services agreement to NCM Engineering Corporation in the amount of \$95,230.84 for city-wide structural bridge inspection services; and
2. Authorize the City Manager to approve and execute contract amendments and increases in an aggregate amount equal to 15% of the contract value (\$14,284) for contingencies, for a potential contract amount not-to-exceed \$109,514.84.

### **BACKGROUND**

The City of Yorba Linda owns and is responsible for the maintenance of eleven (11) bridges. In accordance with federal regulations, Caltrans periodically inspects these bridges on a broad level and provides maintenance recommendations. In order to assist local agencies with funding bridge maintenance work, Caltrans administers a competitive funding opportunity through the Bridge Preventative Maintenance Program (BPMP). To become eligible to apply for these funds, local agencies must complete comprehensive bridge inspection reports for all bridges within their jurisdiction. In addition to inspection reports, the City is also required to develop prioritization of preventative maintenance projects on the City's bridge inventory.

### **DISCUSSION**

On June 20, 2022, a Request for Proposals (RFP) was issued for professional services for city-wide structural bridge inspection services. A total of three (3) firms submitted proposals for the project. The proposals were reviewed by a selection team comprised of staff in the Public Works Department. The team evaluated the proposals based on criteria established for consultant selection. The criteria included relevant project experience, availability of personnel, ability to meet schedule, and comprehensiveness of the proposal. While cost is

also considered in the evaluation process, it should be noted that consultant selection for professional services is not required to be based on lowest fee submitted. After consideration of the proposals, it was unanimously agreed upon that NCM Engineering Corp is the firm best equipped to perform the work prescribed in the RFP.

NCM has conducted numerous bridge assessments and prepared Bridge Preventative Maintenance Program (BPMP) reports throughout California. The firm is well versed in current federal BPMP guidelines and the nuances of what is required to meet eligibility. In addition, NCM fully understands the City’s work proposal. NCM has committed experienced staff to the project which have prepared similar reports for other cities in Southern California. NCM references were verified, and several positive remarks were received. Lastly, NCM has also committed to project deliverables consistent with the City’s time frame.

Table 1 –Summary of Firms and Fees

<b>Firm</b>	<b>Fee</b>	<b>Eval. Ranking</b>
<i>NCM Engineering Corp</i>	<i>\$95,230.84</i>	<i>1</i>
<i>Biggs Cardosa Associates</i>	<i>\$143,852.00</i>	<i>2</i>
<i>Cho Design Associates</i>	<i>\$85,000.00</i>	<i>3</i>

**FISCAL IMPACT**

The Fiscal Year 2022/23 Capital Improvement Program budget includes a project budget of \$999,716 for the Bridge Maintenance Program Project (SI201007). The project budget amount is inclusive of both the inspection services and the maintenance treatments that are anticipated within the near term. Therefore, NCM's cost of services in the amount of \$95,230.84 and associated contingencies of \$14,284 are within the budget for the project. Budgeted funds are programmed within the project under the Streets Category in account (4010050-461620).

**ALTERNATIVES**

Do not award the contract to NCM and re-solicit for proposals. However, this is not recommended as there is no guarantee on whether there will be a better field of proposing firms or cost of services.

**ATTACHMENTS**

1. Professional Services Agreement – NCM Engineering Corp. (NCM)
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