



STAFF REPORT

CITY of YORBA LINDA

PUBLIC WORKS DEPARTMENT

DATE: OCTOBER 19, 2021

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: JAMIE LAI, P.E. DIRECTOR OF PUBLIC WORKS/CITY ENGINEER
PREPARED BY: RICK YEE, P.E. DEPUTY DIRECTOR OF PUBLIC WORKS

SUBJECT: APPROVE CONTRACT AGREEMENT WITH NV5 FOR INTERIM PUBLIC WORKS INSPECTION SERVICES

RECOMMENDATION

It is recommended that the City Council:

- 1) Approve the contract agreement with NV5 for Interim Public Works Inspection Services; and
- 2) Appropriate \$80,000 from the General Fund to the Public Works Department Operating Budget

BACKGROUND

The Public Works Department's only inspector will be departing and there is an immediate need to acquire services of an interim public works inspector while the recruitment process is underway. The typical recruitment process would be approximately 3 to 4 months and also allows for a period of time for the transition that would normally occur between selection of the candidate and when they become available to start with the City.

DISCUSSION

The Public Works Department is responsible for implementing capital improvement projects, overseeing private development projects, and managing the multitude of utility work that occurs within the public right of way. The Department employs one full time Public Works Inspector to oversee the inspection of these infrastructure improvements and to ensure that grading, drainage systems, and roadway restoration are all done in accordance with established standards. With the departure of this individual, the timing is critical to replace with a qualified inspector that can perform the necessary inspection work. Currently, a number of capital improvement projects are either underway or will be initiated in the near term, including: Adventure Playground, City Hall Electric Vehicle Infrastructure Installation, and the City Hall-Lasorda Field House-Community Center Fiber Optic Communication Installation. In addition, key development projects are underway that will require grading and drainage inspection so as not to delay progress on any of these development projects.

The City solicited for proposals and received responses from three (3) firms. Resumes and hourly rates for proposed personnel were received and evaluated by staff. Staff convened to discuss the merits of several inspectors and determined that the inspection personnel from NV5 would best fill this interim public works inspection role. The recommended individual has demonstrated experience and decision-making ability that will meet the needs of the Department. The resume of experience is consistent with what is expected by the City and the individual is immediately available and able to commit to the full 4-month duration needed by the Department.

FISCAL IMPACT

The total cost of services for a full-time interim inspector for a 4-month period is \$80,000 based upon 40-hour weeks at \$125/hour. The General Fund appropriation to the Public Works Department Operating Budget will enable the interim position to be funded.

ALTERNATIVES

Do not approve the agreement with NV5. However, this will result in lack of needed inspection resources and delays to City projects, development projects, and utility work in the public right of way.

ATTACHMENTS

Attachment 1: Agreement with NV5 for Interim Public Works Inspection Services
