

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**



ITEM: 3.5
(ID # 13056)

MEETING DATE:

Tuesday, September 22, 2020

FROM: FACILITIES MANAGEMENT AND SHERIFF'S DEPARTMENT:

SUBJECT: FACILITIES MANAGEMENT (FM) AND SHERIFF'S DEPARTMENT: Off-Site Improvements at the John J. Benoit Detention Center-Phase II – Approval of the Second Amendment to the Professional Services Agreement for Engineering Design and Construction Management Services for Albert A. Webb Associates, District 4. [\$368,040 - Existing JJB Detention Center Bond Proceeds - 100%]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve the Second Amendment to the Professional Services Agreement for Engineering Design and Construction Management Services between the County of Riverside (County) and Albert A. Webb Associates (Webb) of Riverside, California, in the amount of \$368,040 for the John J. Benoit Detention Center-Phase II (Off-Site Improvements at the JJB Detention Center-Phase II) Project, and authorize the Chairman of the Board (Chairman) to execute the Amendment on behalf of the County; and
2. Authorize the Director of Facilities Management to administer the Second Amendment for Webb in accordance with applicable Board Policies.

ACTION: Policy, CIP


Rose Salgado, Director of Facilities Management 9/2/2020


Robert Gunzel, Assistant Sheriff 9/3/2020

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Hewitt, seconded by Supervisor Jeffries and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Jeffries, Spiegel, Washington, Perez and Hewitt
Nays: None
Absent: None
Date: September 22, 2020
xc: FM, Sheriff

Kecia R. Harper
Clerk of the Board

By: 
Deputy

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FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$ 368,040	\$ 0	\$ 368,040	\$ 0
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0
SOURCE OF FUNDS: Existing JJB Detention Center Bond Proceeds – 100% (Previously approved budget)			Budget Adjustment: No	
			For Fiscal Year: 2020/21	

C.E.O. RECOMMENDATION: Approve.

BACKGROUND:

Summary

On June 16, 2020, Item 3.21, the Board of Supervisors (Board) approved the plans and specifications for Phase II of the Off-Site Improvements at the JJB Detention Center Project for the street improvements which consists of traffic signals, street lighting, medians and landscape and hardscape improvements.

The project was phased to accelerate the completion of the storm drain improvements to mitigate flooding in the area. In cooperation with the City of Indio, the remaining street improvements will be scheduled to limit impacts to the festival season. Indio's festival season includes major events such as The Tamale Festival, the Date Festival, Coachella Festival and Stagecoach.

On April 7, 2015, Item 3-13, the Board approved the professional services agreement for engineering design and construction management services between the County and Webb in the amount of \$649,410. On August 29, 2017, Item 3.52, the Board approved the First Amendment for Webb in the amount of \$85,660 for a revised contract value of \$735,070. The Second Amendment for Webb is for the additional work to phase the project and additional inspections and construction management of various subsurface unforeseen conditions that conflicted with the design. The amendment will compensate Webb in the amount not to exceed \$368,040, for a revised contract value of \$1,103,110.

Impact on Residents and Businesses

The off-site improvements will address public safety, aesthetics and convenience for traversing either by vehicle or on foot in and around the JJB Detention Center.

Contract History for Albert A. Webb Associates

(Commences on Page 3)

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STATE OF CALIFORNIA**

Contract History for Albert A. Webb Associates

DESCRIPTION	AMOUNT	PERCENT	DESCRIPTION
Base Service Contract	649,410	0.00 %	Original Agreement with Albert A. Webb Associates.
First Amendment	85,660	13.19 %	Potholing, ground penetrating radar mapping 2 intersections, hydrology studies to accommodate additional capacity.
Second Amendment	368,040	56.67 %	Phasing of project, additional inspections and construction management of various subsurface unforeseen conditions that conflicted with the design.
TOTAL	\$ 1,103,110	69.86 %	

Additional Fiscal Information

All costs associated with this Board action are 100% funded through existing JJB Detention Center Bond Proceeds and will be expended in FY 2020/21. The Second Amendment for Webb in the amount of \$368,040 is covered within the previously approved committed funds in the amount of \$7,000,000 that was approved on December 17, 2013 (Item 3-6).

Attachment:

- Second Amendment for Albert A. Webb Associates

RS:VC:SP:RB:mg FM08110006391 MT# 13056
S:\Project Management Office\FORM 11'S\FORM 11's_In Process\13056 - 006391_D3 - Offsite Improvements at the JJB Detention Ctr - Second Amend for Webb_082520.doc



Gregory B. Priamos, Director County Counsel 9/4/2020

1 IN WITNESS HEREOF, the parties hereto have caused their duly authorized representatives to execute
2 this Second Amendment.

3
4 "COUNTY"

5 COUNTY OF RIVERSIDE

CONSULTANT:

ALBERT A. WEBB ASSOCIATES

6
7 By: *V. M. Lopez*

8 Chairman

9 Board of Supervisors

By: *Dilesh Sheth*

Dilesh Sheth, Vice President

Address: 3788 McCray Street

Riverside, CA 92506

10
11 ATTEST:

12 KECIA R. HARPER

13 Clerk of the Board

14 By: *Priscilla Kasso*

15 Deputy

16
17 (SEAL)

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19
20
21 APPROVED AS TO FORM:

22 GREGORY P. PRIAMOS

23 County Counsel

24 By: *Synthia M. Gunzel*

25 **SYNTHIA M. GUNZEL**, *Chief Deputy*

26 Deputy County Counsel

Corporate Headquarters
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951.686.1070

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74967 Sheryl Avenue
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July 21, 2020

Mr. Rizaldy Baluyot
Supervising Facilities Project Manager
4th Dist. Regional Manager
County of Riverside-EDA
44-199 Monroe Street, Suite B
Indio, CA 92201

RE: Proposal for Construction Management, Inspection, and Engineering Support Services
John J. Benoit Detention Center Improvements Phase II, City of Indio

Dear Mr. Baluyot:

The County of Riverside-EDA is seeking a qualified consultant to provide Construction Management, Inspection, and Engineering Support for its John J. Benoit Detention Center Improvements Phase II project. Based upon our experience managing the construction of the Phase I project and our familiarity with the project as the design engineer, we are confident the WEBB Team can best serve the County of Riverside on this project. Our goal is to manage the project from pre-construction activities through final County acceptance and ensure that the project is built in conformance with the project plans and specifications.

Throughout construction, the WEBB CMI Team will work directly with the in-house Engineers who designed the project. Because we have intimate knowledge of the area and design, we are in a position to best meet the County's expectations for successful completion. The project knowledge that Webb has gained during the design process, construction management, and inspection of Phase I will assist us to be a step ahead of issues, answer questions quickly, and protect the County's interests. Our inspector will be available for part-time inspection throughout the project to oversee the Contractor's activities, schedule, budget, and quality of work. **Our inspector will be on-site 2 or 3 days per week.** If the County would like full-time inspection, we can revise our proposal. Webb already has a vested interest in the success of this project and looks forward to seeing it through construction.

Our Construction Manager, Reed Chilton, P.E. will head the WEBB Construction Management Team. Reed has experience in design, construction, and construction management. He is a team leader and able to work efficiently with everyone involved in the project. His experience includes being the Construction Manager for similar street improvement projects in Chino, Perris, Hemet, Fontana,

and the City of Indio. Reed was the Construction Manager for the Phase I project so he is most familiar with the area, project needs, and people involved.

Due to the nature of construction projects, inspector assignments vary based upon completion times of the projects to which each inspector is assigned. Depending on availability at the start of Construction, WEBB will assign an inspector to the project.

Our inspector will communicate daily with the Construction Management team, acting as an extension to the County to confirm that the project is being built per plans and specifications. He will prepare inspection reports which will be shared with the County.

Critical Project Issues

1. Safety

- a. WEBB will encourage safe practices throughout the project. Safety on this project is a concern for the Contractor, residents, businesses, school children, drivers, and pedestrians. As a project team we will address safety at every project meeting and discuss opportunities to make the project safe for everyone. All incidents and near-misses will be reported to the Construction Manager immediately.

2. Traffic Signal Pole Lead Time

- a. Over the last year, we have noticed that traffic signal pole lead times have stretched from approximately 14 weeks to approximately 24 weeks. If we wait until the Contractor is under contract and gets approved submittals to order the poles, may be an issue for the project schedule.

3. ADA Compliance

- a. Ramps and driveways must be built per project plans and ADA requirements. We recommend that the project inspector and City inspector approve all concrete formwork prior to pouring concrete. This requirement can be explained at the pre-construction meeting and the Contractor will be required to request formwork inspection and get approval prior to pouring concrete.
- b. ADA access and travel path must be maintained during construction. The Contractor will be required to be address pedestrian and ADA access on the traffic control plan and implement the plan throughout the project.

4. Coordination with IID for traffic signal, street light, and landscape meter services

- a. Traffic signals and landscape controllers require the proper power connections and meters. Webb will continue to coordinate with IID for service plans, pre-construction meetings, inspection, and meter installation scheduling for each power source.

5. Public Notifications and Outreach

- a. The fairgrounds has events scheduled throughout the year. Scheduling with Fairgrounds events will be required to ensure that access is maintained and events

are not interrupted due to construction. Veronica Casper will be invited to attend project meetings.

- a. HWY 111 is a very busy thoroughfare for the City of Indio. Changes to traffic patterns cannot come as a surprise. Traffic Control Plans need to be submitted early and approved by the City. All changes must be scheduled and approved in advance so proper notification can be distributed to local residents and businesses. Webb will coordinate with the Contractor and the City's Traffic Engineer, for all traffic control issues. This will include coordination with Sunline Bus.

It is our understanding that the County will contract separately for geotechnical and materials testing services. The WEBB team will schedule their technician based off of the construction schedule. Exhibit A describes our scope of services and Exhibit B is the breakdown of our fee for this proposal.

We look forward to continue working with the County on this project and welcome an opportunity to answer any questions you may have regarding our team and proposal.

Sincerely,

ALBERT A. WEBB ASSOCIATES



Dilesh Sheth, P.E. / T.E.
Vice President



Reed Chilton, P.E.
Manager of Construction Management and Inspection

EXHIBIT A - SCOPE OF WORK

WEBB understands that the construction management and inspection phase of any project is the County's "last line of defense" to ensure a successful project. We will approach this project from the County's perspective and demand a high quality of work from the Contractor. Our goal is to achieve the following objectives:

1. Ensure compliance with the final contract documents.
2. Ensure proper documentation is prepared for an auditable trail of events.
3. Ensure facilities are accepted by the County.

The Construction Manager and Inspector will work hand-in-hand to communicate clearly with the County, Contractor, City, and residents to complete this project safely, on-time, and within budget. The following are the services the Webb CMI Team will provide on this project:

TASK 1 - CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES

A. Construction Stage

1. Prior to commencement of work, WEBB will conduct a pre-construction meeting. A meeting agenda shall be prepared by WEBB. Attendees should include the contractor, County staff, City staff, design consultants, inspectors, affected agencies and utility companies, adjacent property owners, and/or businesses, and other interested parties as required.
2. WEBB will administer a documentation and reporting system which includes current costs against current budget information, construction change orders, progress payment procedures, daily construction documentation, force account forms, and other reports and forms as are deemed necessary by WEBB.
3. WEBB's inspector will monitor the daily construction operations by providing daily labor, equipment and material reports, extra work reports, and disputed work reports.
4. The inspector, with the assistance of the construction manager, shall monitor all construction for satisfactory performance.
5. WEBB will schedule ongoing periodic meetings. Attendees will include consultants, contractor, inspector(s), applicable utility companies, geotechnical/materials testing representative, as well as other interested parties. Meetings will consist of a review of contractor problems, scheduling, cost items, etc. Meeting notes shall document all "action items", responsible party to follow up on the action item, and a target completion date for the completion of the action item. WEBB will prepare and distribute meeting notes to all attendees.
6. Monitor contractor's compliance with all federal, state, and local laws and regulations applicable to the work, including NPDES and SWPPP compliance.
7. WEBB will prepare Weekly Working Day Statements and send to the contractor.

8. **WEBB will prepare and process Construction Change Orders (CCO's) as outlined in the following procedures:**
 - The County will be notified of pending change orders
 - Scope of Work will be defined
 - Reason for change order will be defined
 - All change orders will typically require the signature of the following parties:
 - » Contractor
 - » Construction Manager
 - » Project Inspector
 - » County of Riverside
 - At the conclusion of the construction project, a Change Order Summary shall be provided to the County.
 - Verify labor and equipment charges comply with the project specifications.
9. Review the construction schedule prepared by the Contractor for compliance with the contract and monitor throughout construction with particular emphasis on schedule of submittals and delivery schedule of long lead materials and equipment.
10. Review and verify contractor's monthly progress estimates and payments made therein and prepare progress payments.
11. Coordinate review of contractor's R.F.I. / R.F.C. (request for information) / (request for clarification).
12. Furnish periodic reports of progress of the project as required.
13. Coordinate the review and approval by others of shop drawings and other submissions from the contractor, record data received, maintain a file of the drawings and submissions, and check construction for compliance with approved documents.
14. Conduct "look aheads" to pending/future contract work.
15. Evaluate/analyze project needs to identify potential problems.
16. Coordinate specialized sub-consultant work such as compaction and materials testing, electrical, structural, and review laboratory test reports.
17. Monitor the contractor's traffic control and safety provisions.
18. Recommend to the County the stoppage of work or the requirement of special examination or testing whenever it is necessary or advisable to ensure work is carried out in accordance with the intent of the contract documents.
19. Cooperate with the County and contractor in dealings with the various local agencies and with the utility companies performing work in the project.
20. Maintain orderly project files for correspondence, reports of job conferences, shop drawings

and other submittals, reproductions or original contract documents including all addenda, change orders and additional drawings issued subsequent to the award of contract, inspection reports, test reports, progress reports and other project-related documents. Provide the County with copies of all correspondence to and from the contractor.

21. The inspector will prepare an organized notebook ("field file") to provide clear documentation for any questions that may arise during construction. The document will consist of the following:
 - Copies of signed pay estimates and copies of anything the inspector signs
 - Latest working day statement
 - Agendas and related meeting notes
 - Responses to RFI's / RFC's
 - Copies of executed change orders
 - Survey data (e.g. cut sheets)
 - Geotechnical and materials testing reports and geotechnical representative's daily reports
 - Detailed inspection reports (see Appendix)
 - Approved submittals
 - Copies of agency permits
 - Inspector's plan redlines of any changes
 - Copy of Contractors' safety program
 - List of certified competent and confined space personnel on the project
22. Monitor project startup procedures.
23. Monitor the contractor's record drawings.

B. Post Construction Stage

1. WEBB's inspector and the County's oversight representative will prepare a list of incomplete or unsatisfactory items ("punch list") and supply this list to the contractor. Following corrections and completion of the punch list and contractor giving notice to the inspector that the work is ready for inspection, the inspector will inspect the work for final compliance.
2. Perform final contract reconciliation including:
 - Letter recommending acceptance of the project
 - Final contract amount with percentage of change orders with brief explanation of each change order
 - Coordinate approvals of any other affected agencies
3. The last change order to be prepared shall be a "balancing change order" that reconciles all quantity adjustments and previous change orders.
4. WEBB will provide copies of all contractor/subcontractor and material suppliers "unconditional" lien releases.
5. WEBB will provide an executed Conditional Release Form to the County.
6. WEBB will make a copy of and coordinate transfer of record drawings ("as-builts") to the design engineer who in turn will provide revised mylars to the County.

TASK 2 Engineering Support Services

Pre-Construction Activities

1. Attend pre-construction meeting.
2. Respond to project related questions/issues prior to the beginning of construction.

Engineering Support

1. Through construction manager, respond to project related questions, address issues, etc. during the course of construction.
2. Prepare detail on as-needed basis as requested by the contractor.
3. Provide clarifications and/or explanations of the contract documents.
4. Review and provide comments for contractor submittals relating to the technical specifications. WEBB will review the contractor submittals for named sections for compliance with the contract documents and design intent. Reviewed submittals will be returned to the construction administrator, along with associated submittal review forms, for appropriate distribution to the contractor and project team members.
5. Maintain an in house tracking system for tracking and logging submittals and request for information (RFIs).
6. Provide responses for contractor RFIs on an as needed basis.

Meetings and Site Visits

1. Attend weekly construction update meetings (up to 8) during construction. Make a site visit during each meeting.
2. Attend site meeting on an as-needed basis (up to 4) for problem resolution.
3. Through construction manager, respond to project related questions, address issues, etc. during the course of construction.

TASK 3 CONSTRUCTION INSPECTION (PHASE 1 ROLLOVER)

WEBB's construction management contract for Phase 1 was to provide only CM services but didn't include inspection services. WEBB provided full time inspection services for 130 working days.

EXHIBIT B - FEE

Work shall be billed on a time and materials basis not to exceed the amount indicated below without prior authorization from County EDA. Total fees for additional services shown in the Scope of Work (Exhibit "A") shall be **\$368,040**. A breakdown of our fees is listed below:

Project Name - JJBDC Phase 2 CM&I

Task	Description	Sheeth, Dillesh R. Principal	Chilton, Reed E Construction Manager	Barnett, Keith R Project Coordinator	Martinez, Malissa D Project Administrator	Inspector	Abrego, Eugene J Resident Engineer	Keller, Nicholas Engineering Support	Total Hours	Subtotal - Labor	Expenses	Total
	Billout Rate	\$265	\$245	\$180	\$101	\$130	\$200	\$186				
1	CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES (PHASE 2)	20	100	300	100	644			1164	\$ 177,620	\$ 15,500	\$ 193,120
1.1	Construction Management (26 weeks Construction + 2 weeks before and after)	20	100	300	100	20			540	\$ 96,500		\$ 96,500
1.2	Construction Management Mileage (15 Site Visits)									\$ -	\$ 2,500	\$ 2,500
1.3	Inspection (130 Working Days)					624			624	\$ 81,120		\$ 81,120
1.4	Inspection Mileage									\$ -	\$ 9,000	\$ 9,000
1.5	Inspection Travel Time									\$ -	\$ 4,000	\$ 4,000
2	CONSTRUCTION ENGINEERING SUPPORT	40					60	120	220	\$ 44,920	\$ -	\$ 44,920
2.1	Engineering Support	40					60	120	220	\$ 44,920		\$ 44,920
4	CONSTRUCTION INSPECTION (PHASE 1 ROLLOVER)									\$ 130,000	\$ -	\$ 130,000
4.1	Construction Inspection Phase 1 Rollover									\$ 130,000		\$ 130,000
Total		60	100	300	100	644	60	120	1384	\$ 352,540	\$ 15,500	\$ 368,040