



## Staff Report

**TO:** City Council  
**FROM:** Doug Story, Community Services Director  
**DATE:** November 5, 2024  
**SUBJECT:** Award a Professional Services Agreement to The Converse Professional Group for Stewart Park Geotechnical Services in an Amount not to Exceed \$39,255 - Capital Improvement Project (CIP) P-10, Stewart Park Improvements

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**Description** *Strategic Plan Target #5 Quality of Life/Well-Being, Priority Level #3, Goal #6 Complete Stewart Park Improvements*

### **Background and Analysis:**

On June 18, 2024, a Public Works Agreement was awarded to Act 1 Construction Inc. for the construction of Stewart Park Phase 1 Improvements. In order to complete this project efficiently, safely, and in compliance with local and state requirements, staff requested quotes for geotechnical services to support Capital Improvement Project P-10 - Stewart Park Improvements. Staff requested proposals from several engineering firms. After a review of responses from Sladden Engineering and The Converse Professional Group, it was determined that The Converse Professional Group is the lowest responsible quote.

Submitted Quote Tabulations:

Converse Consultants - \$39,255

Sladden Engineering - \$22,800

The Converse Professional Group provided a more comprehensive scope of services to ensure the project's compliance and success. Staff requested Sladden Engineering revise their proposal to provide a more comparable scope, however the consultant did not submit a response or an update to their quote. The other contacted firms were not responsive and chose not to submit bids at this time.

Staff recommends the City Council award a professional services agreement with The Converse Professional Group due to their expertise and ability to ensure these projects meet key deadlines including crucial timelines associated with Stewart Park's ORLP grant requirements.

The City has executed three agreements with The Converse Professional Group in Fiscal Year 2024/2025 for professional services to support the development of various other upcoming capital improvement projects including *WW-11 – Mesa lift Station*, *CD-03 – Downtown Revitalization / Real Estate Acquisition*, and *PS-07 – New Police Station*. These projects also require thorough geotechnical investigations to assess soil conditions, analyze subsurface materials, and ensure that design and construction plans meet required safety and performance standards. The services will include site assessments, laboratory testing, and engineering analysis to provide recommendations on foundation design, grading, and other construction-related issues.

Due to the previously awarded agreements, the proposal for Stewart Park will exceed \$75,000 for Fiscal Year 2024/2025 and Beaumont Municipal Code Section 3.02.060 states contracts awarded that exceed this aggregate amount shall require City Council approval.

*Beaumont Municipal Code Section 3.02.060*

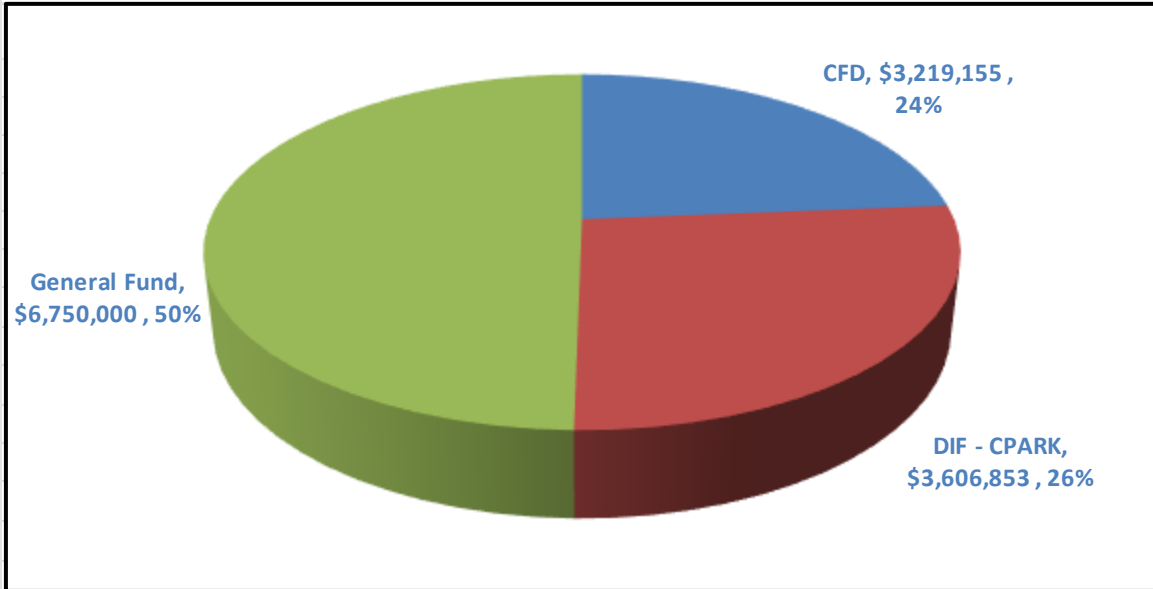
City Council approval is required for all contracts for professional services when the cost of the services is \$75,000.00 or more. The contract shall clearly state the names of the professionals that will provide services under the contract, along with their hourly rate. The contract shall also state a "not to exceed" sum. The professional shall not exceed the "not to exceed" sum without the City Council's prior approval. Contracts awarded to any firm shall not exceed an aggregate amount of \$75,000.00 in a fiscal year without approval by the City Council.

**Fiscal Impact:**

Expenditures associated with the additional services are included in the budget for Capital Improvement Project (CIP) P-10. There is no further impact on the general fund.

### CIP P-10 Stewart Park Project Funding Summary

Estimated Project Cost= \$13,576,008



### CIP P-10 Stewart Park Project Budget Summary

Project Component	Budget	Encumbered	Paid to Date	Remaining Budget
Project Management				
Preliminary Services	\$6,415	\$(4,515)	\$(4,515)	\$1,900
Environmental	\$31,642			\$31,642
Design	\$697,886	\$(697,886)	\$(669,152)	
Permits	\$13,680	\$(13,680)	\$(13,680)	
Right-of-Way				
Construction	\$12,610,562	\$(11,369,148)	\$(1,567,564)	\$1,241,414
Construction Management	\$210,234	\$(154,235)	\$(9,233)	\$55,999
Equipment	\$5,589	\$(5,589)	\$(5,589)	
<b>Total</b>	<b>\$13,576,008</b>	<b>\$(12,245,053)</b>	<b>\$(2,269,733)</b>	<b>\$1,330,955</b>

The cost to prepare this staff report is estimated to be \$280.

**Recommended Action:**

Award a Professional Services Agreement to The Converse Professional Group for Stewart Park Geotechnical Services in an Amount not to Exceed \$39,255.

**Attachments:**

- A. Professional Services Agreement
- B. Converse Proposal
- C. Sladden Proposal

#### D. Converse Levine Act Statement