



## Staff Report

**TO:** City Council

**FROM:** Robert L. Vestal, Public Works Director  
Dustin Christensen, Principal Engineer

**DATE:** September 2, 2025

**SUBJECT:** GHD, Inc. Professional Service Agreement – Capital Improvement Project (CIP) No. R25-15 (Contract No. C25-120)

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**Description:** Award a Professional Services Agreement (PSA) to GHD, Inc. for the Preliminary Design Report (PDR) for the Downtown Beaumont Revitalization Project (Project).

### **Background and Analysis:**

On September 17, 2024, the City Council adopted the Downtown Beaumont Revitalization Plan (DBRP) prepared by GHD, Inc., which included proposed new design features to enhance the downtown area. These features included angle and parallel parking, raised center medians on Beaumont Avenue and 6<sup>th</sup> Street, decorative crosswalks, roundabouts, and designated parking lots.

On March 28, 2025, the City issued a Request for Proposal (RFP) inviting qualified firms to submit proposals for the preparation of a comprehensive PDR for the Downtown Beaumont Revitalization. The Preliminary Design effort includes both the preliminary design report and 30% level preliminary design plans and specifications.

On May 13, 2025, the City received a single proposal in response to its request for professional services to prepare the PDR. The proposal was submitted by GHD, Inc., a firm with a strong track record in revitalization projects for other cities. GHD is familiar with the proposed project and completed the previous planning document that was adopted by the City.

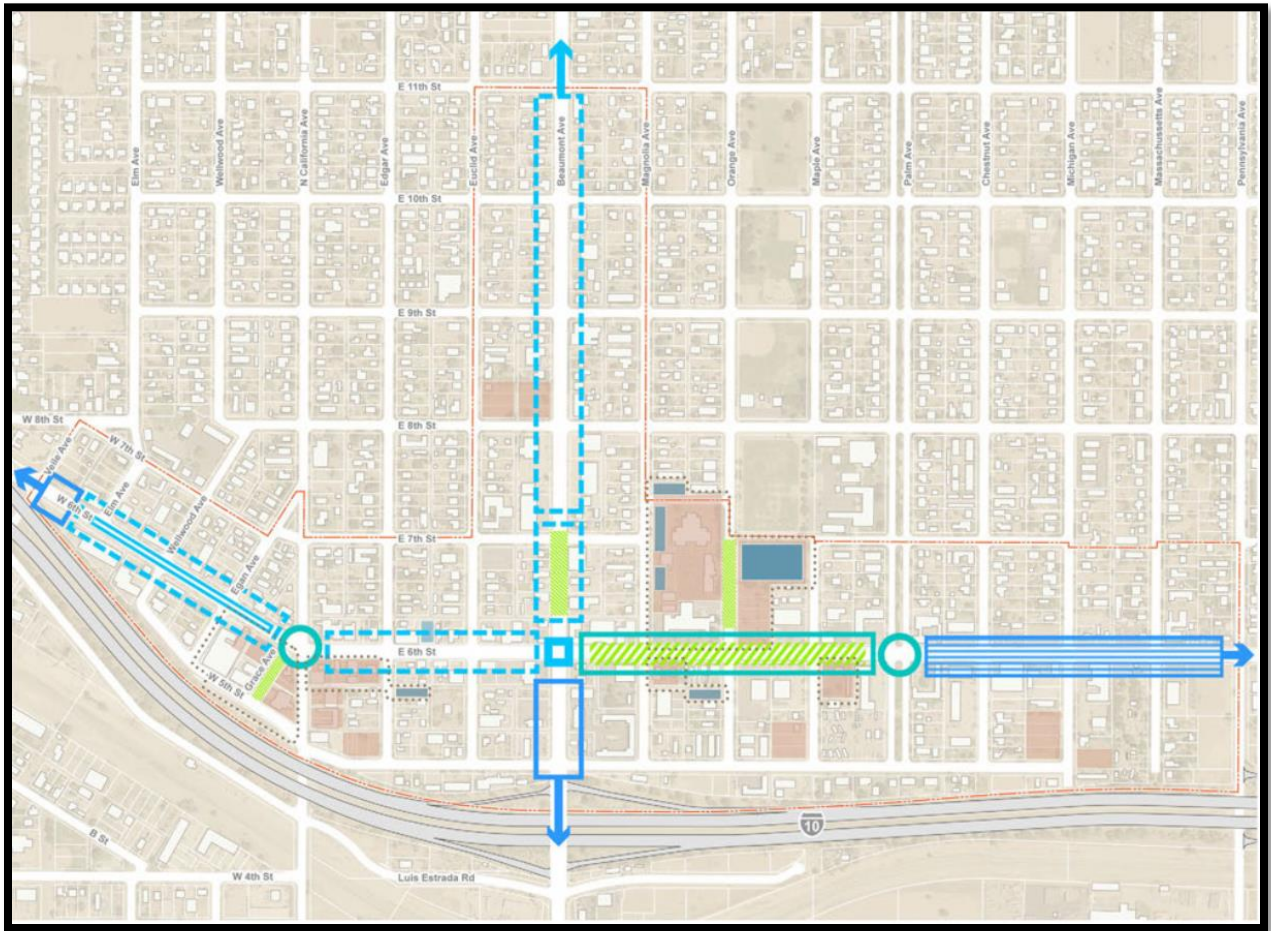
The Scope of the proposed design effort includes the following:

- Investigations
  - Survey and Centerline Control
  - Right-of-Way Analysis
  - Utility Research and Potholing

- Geotechnical Investigation
- Hydrological/Drainage Analysis
- Traffic Studies and Assessments
- Street and Pedestrian Lighting Analysis
- Tree Impact Analysis
  
- Design Options
  - Renderings, exhibits, color boards, etc. for public presentations
  
- Preliminary Design Report (PDR)
  - Introduction
  - Project Features and Design Criteria
  - Preliminary Design (30%)
    - Street Improvement Plans
    - Sidewalk, Pedestrian, and ADA Plans
    - Intersection Signalization Plans
    - Street and Pedestrian Lighting Plans
    - Signing and Striping Plans (Bike Lanes)
    - Landscaping and Irrigation Plans
    - Utility Plans (Existing, Proposed, and Relocation)
    - Street Furniture Plans
    - Monument and Overhead Sign Plans
    - Wayfinding Signage Plans
  - Preliminary Design Specifications
  - Preliminary Construction Cost Estimates
  - Statement of Limitations
  - Reports and Studies
    - Survey and Boundary Control Technical Memorandum
    - Right-of-Way Technical Memorandum
    - Utility Research and Potholing Technical Memorandum
    - Geotechnical Report
    - Hydrology Report
    - Traffic Studies and Analysis
    - Lighting Analysis Technical Memorandum
    - Tree Impact Analysis Technical Memorandum
  
- Environmental Services

The proposed design effort will complete the preliminary design for the project. This phase is designed to inform future decisions and establish the groundwork for the

detailed final design phase, environmental review, bidding, and construction of the final project. The Project limits are shown in the following figure:



On August 19, 2025, City Staff presented an update on what this DBRP includes while confirming some of these proposed features.

Given this prior engagement and GHD’s familiarity with the community’s goals, challenges, and opportunities, City Staff recommends moving forward with the firm to prepare the PDR. For reference and transparency, the full proposal from GHD, Inc. has been included as Attachment A to this report.

**Fiscal Impact:**

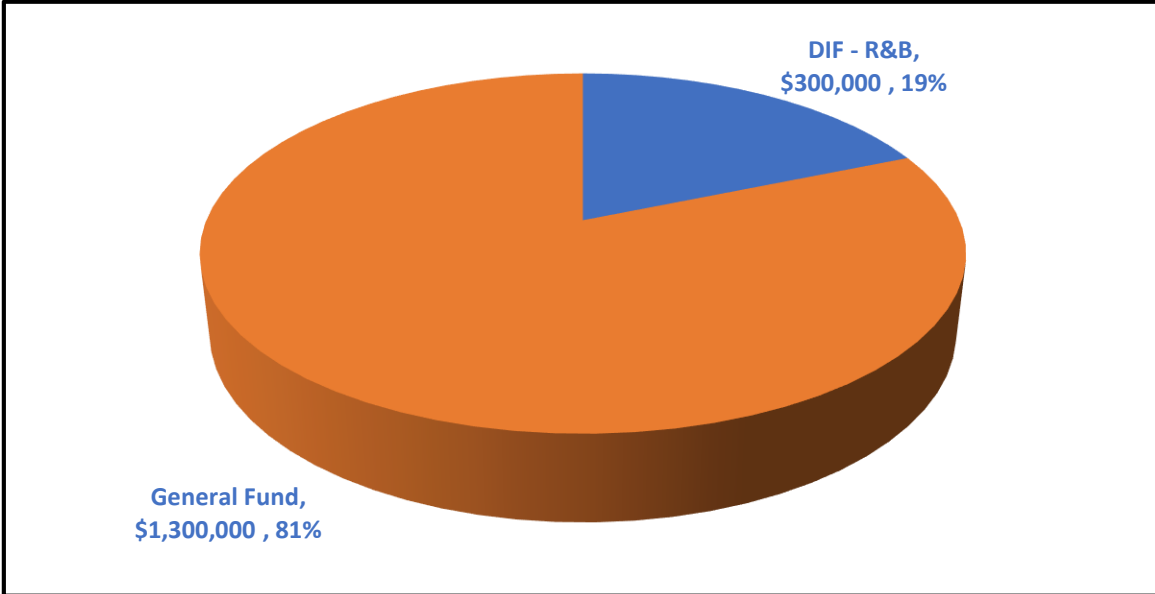
The cost to prepare this staff report is estimated to be \$350.

Funding for this Project is provided by CIP R-25-15 Downtown Revitalization Feasibility Study (Project). The following is a summary of the funding and budget for the project:

**CIP R-25-15 Downtown Revitalization Feasibility Study Project Funding Summary**

**Estimated Total Project Budget= \$1,600,000**

**Current Project Budget= \$1,600,000**



**CIP R-25-15 Downtown Revitalization Feasibility Study Project Budget Summary**

<b>Project Component</b>	<b>Est. Total Budget</b>	<b>Current Budget</b>	<b>Paid to Date</b>	<b>Remaining Budget</b>
Project Management				
Preliminary Services				
Environmental				
Design	\$1,600,000	\$1,600,000		
Permits				
Right-of-Way				
Construction				
Construction Management				
Equipment				
<b>Total</b>	<b>\$1,600,000</b>	<b>\$1,600,000</b>	<b>\$-</b>	

**Recommended Action:**

Approve the agreement with GHD, Inc. for the preparation of a PDR, for the period of September 2, 2025, through September 2, 2030, in an amount not to exceed \$1,483,634;

Approve the contingency of \$116,366 for a total not-to-exceed of \$1,600,000 and authorize the City Manager to sign off on any preceding amendments or purchase change orders within the authorized contingency amount; and,

Authorize the issuance of a purchase order to GHD, Inc. in the amount of \$1,483,634 for the preparation of a PDR.

**Attachments:**

- A. Professional Services Agreement – GHD, Inc.
- B. Levine Act Statement – GHD, Inc.