



## Staff Report

**TO:** Honorable Mayor and Members of the City Council  
**FROM:** Robert L. Vestal, City Engineer | Public Works Director  
**BY:** Dustin Christensen, Principal Engineer  
**DATE:** May 6, 2026  
**SUBJECT:** Albert A. Webb Associates Professional Service Agreement – Capital Improvement Project (CIP) R26-08 Brookside Avenue Street Improvements

---

**Description:** Award a Professional Services Agreement (PSA) to Albert A. Webb Associates for the Design of the Brookside Avenue Street Improvements Project (CIP R26-08).

### **Background and Analysis:**

The Brookside Avenue Street Improvements Project will improve Brookside Avenue between Cherry Avenue and Winesap Avenue. This section of roadway currently serves as a flood control channel during rain events, carrying flows to the drainage channel at the intersection of Cherry and Brookside. This project will design a separate channel along the south side of Brookside Avenue, diverting flows into the channel and improving the accessibility and operation of Brookside Avenue.

On January 27, 2026, the City publicly issued a Request for Proposal (RFP) inviting qualified engineering firms to submit proposals for the design of the Brookside Avenue Street Improvements. Highlights of the scope of services include the following:

- Project Management
- Coordination with the Riverside County Flood Control and Water Conservation District (RCFC&WCD)
- Hydrological analysis and hydrology report
- Environmental compliance (CEQA)
- Preparation of construction plans, specifications, and cost estimates

On February 26, 2026, the City received ten (10) proposals in response to its request. Each firm was evaluated by a five-person panel of city staff from the public works and planning departments. Proposals were evaluated based on the following criteria:

- Demonstrated Professional Skills and Credentials (20%)
- Related Experience and Previous Projects (15%)
- Understanding of the Scope of Services (25%)
- Approach to Performing the Services (25%)
- Ability and Available Resources to perform the required services (15%)

Based on the proposal evaluations and scoring, staff recommends awarding a design contract to Albert A. Webb Associates. Webb Associates provided the strongest proposal and team for completing the work. Webb Associates also demonstrated familiarity with the project due to the fact that they are already working with RCFC&WCD on the design of the downstream flood control facilities that this project will connect to.

For reference and transparency, the full proposal from Albert A. Webb Associates has been included as an attachment to this report. The scope and fee provided is commensurate with the level of effort required to complete the design of this project.

**Fiscal Impact:**

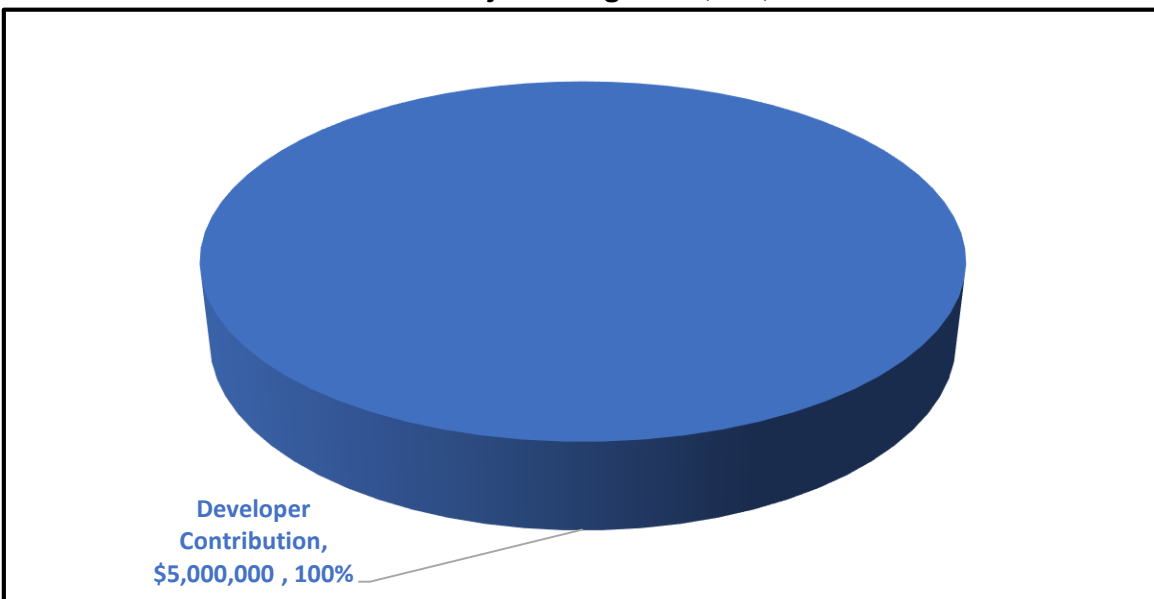
The cost to prepare this staff report is estimated to be \$350.

Funding for this Project is provided by CIP R26-08 Brookside Avenue Street Improvements Project. The following is a summary of the funding and budget for the project:

**CIP R-26-08 Brookside Ave. Street Improvements Project Funding Summary**

**Estimated Total Project Budget= \$0**

**Current Project Budget= \$5,000,000**



**CIP R-26-08 Brookside Ave. Street Improvements 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		\$660,000		\$660,000
Permits		\$40,000		\$40,000
Right-of-Way				
Construction		\$4,300,000		\$4,300,000
Construction Management				
Equipment				
<b>Total</b>	<b>\$-</b>	<b>\$5,000,000</b>	<b>\$-</b>	<b>\$5,000,000</b>

**Recommended Action:**

Approve the agreement with Albert A. Webb Associates for professional design services, for the period of May 5, 2026, through May 5, 2031, in an amount not to exceed \$596,400;

Approve the contingency of \$59,640 for a total not-to-exceed of \$656,040 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 Albert A. Webb Associates in the amount of \$596,400 for professional design services.

**Attachments:**

- A. Proposal and Fee for Design Services – Webb Associates
- B. Professional Services Agreement – Webb Associates
- C. Levine Act Statement – Webb Associates