



## City Council Staff Report

Date: February 17, 2016

CONSENT CALENDAR

Subject: APPROVAL OF A BLANKET PURCHASE ORDER IN THE AMOUNT OF \$100,000 WITH INTERWEST CONSULTING GROUP, INC. FOR ON-CALL PROJECT MANAGEMENT AND ENGINEERING COORDINATION ON VARIOUS PUBLIC WORKS PROJECTS (A6686)

From: David H. Ready, City Manager

Initiated by: Office of the City Manager

---

### SUMMARY

Approval of this item will provide additional staff resources to the Public Works and Engineering Department for as needed project management and engineering coordination on various City public works projects.

### RECOMMENDATION:

- 1) Authorize the issuance of a blanket purchase order in the amount of \$100,000 with Interwest Consulting Group, Inc., pursuant to on-call agreement for Public Works capital project construction management and inspection services (A6686); and
- 2) Authorize the City Manager to execute all necessary documents.

### STAFF ANALYSIS:

The Public Works and Engineering Department, (the "Department"), coordinates delivery of public works projects that are funded from many types of different sources. Projects may be funded from state and federal grants received from the Riverside County Transportation Commission (RCTC), Coachella Valley Association of Governments (CVAG), Air Quality Management District (AQMD), Agua Caliente Band of Cahuilla Indians (ACBCI), California Department of Transportation (Caltrans), Federal Highway Administration (FHWA), Community Development Block Grant (CDBG), Mobile Source Air Pollution Reduction Review Committee (MSRC), and other programs. In addition, the City Council appropriates local funding for public works projects from various sources such as the Gas Tax Fund, Measure A Fund, Measure J Fund, the Airport Fund, the Wastewater Fund, and General Fund.

ITEM NO. 211

The Department is currently staffed with three positions that are responsible for coordination and delivery of all of the City's various public works projects, which include two Senior Civil Engineer positions and one Associate Civil Engineer position. These key staff members are responsible for delivering an active list of public works projects with an estimated total cost of \$260 Million, as identified in the following lists.

<b><u>ACTIVE FEDERAL ,STATE, AND REGIONALLY FUNDED PROJECTS</u></b>	<b><u>Project Cost</u></b>
Vista Chino Low Water Crossing Bridge	\$95,000,000
South Palm Canyon Bridge @ Arenas Channel	\$5,000,000
Indian Ave Bridge Replacement @ UPRR	\$20,000,000
Ramon Road Bridge @ Whitewater Channel	\$28,500,000
Bogert Trail Bridge @ Palm Canyon Wash	\$5,000,000
South Palm Canyon Bridge @ Tahquitz Creek	\$6,200,000
East Palm Canyon Bridge @ Palm Canyon Wash	\$6,000,000
Safe Routes to School	\$400,000
Agua Caliente Cultural Museum Drainage and Roadway Project	\$1,200,000
Traffic Management Center/Traffic Signal Synchronization Project	\$2,500,000
Farrell Right Turn Lane @ Vista Chino	\$500,000
Ramon Road Pavement Rehabilitation (Sunrise to Compadre)	\$800,000
Mesquite Ave Widening	\$500,000
AQMD Citywide Solar Projects	\$8,000,000
Second Left Turn Lane on Gene Autry Trail @ Vista Chino	\$350,000
CMAQ Grant (Bike Lane Project)	\$500,000
Tahquitz Creek Levee	\$1,200,000
HSIP Cycle 7 Grant (Traffic Signal Improvements)	\$3,250,000
San Rafael Widening from Virginia to Indian	\$3,500,000
Annual Overlay and Reconstruction	\$1,000,000
Annual Slurry Seal	\$500,000
Annual Curb and Gutter Repairs	\$50,000
Annual Bridge Repairs	\$100,000
CDBG Grant Annual ADA Curb Ramp Repairs)	\$50,000
SB821 Grant (Indian Canyon Drive Sidewalk Improvements)	\$400,000
Traffic Signal at Tahquitz Canyon Way and Civic Drive	\$300,000
<b>SUBTOTAL</b>	<b>\$190,800,000</b>
<b><u>ACTIVE WASTEWATER TREATMENT PLANT (WWTP) PROJECTS</u></b>	
Biogas to Energy	\$5,000,000
WWTP Upgrade	\$35,000,000
<b>SUBTOTAL</b>	<b>\$40,000,000</b>

**ACTIVE MEASURE J PROJECTS**

Citywide Pavement Rehabilitation Project	\$14,500,000
Non-Motorized Transportation Projects	\$3,000,000
Tahquitz Creek Gateway Triangle Parcel	\$400,000
HotSpots Community Projects	\$1,000,000
Desert Highland Light Pole Fixtures and Ball Field Stage	\$400,000
Cornelia White House Improvements	\$200,000
Ruth Hardy – Demuth park – Parking Lot Lighting	\$241,000
Keyless Entry System	\$150,000
Chiller Replacement – Fire Station No. 2	\$173,000
Apparatus Door – Fire Station No. 2	\$60,000
Emergency Alerting System – All Fire Stations	\$100,000
Oil Water Separator – Fire Station No. 3	\$50,000
Police Station Remodel	\$2,850,000
Alejo/Belardo Church Parking Lot	\$400,000
Uptown Treewell and Electrical Backbone Installation	\$900,000
Entry Way Signs	\$500,000
Shade Cover at Mizell Senior Center	\$25,000
<b>Subtotal</b>	<b>\$24,949,000</b>

**ACTIVE GENERAL FUND PROJECTS**

Council Chambers Audio/Visual Upgrade	\$1,000,000
Convention Center Parking Lot	\$1,200,000
Demuth Park ADA Access	\$450,000
Fire Station #4 Rehabilitation	\$1,200,000
Library Shade Structure	\$25,000
Library LED Information Sign	\$70,000
<b>Subtotal</b>	<b>\$3,945,000</b>

**Subtotal \$259,694,000**

On April 1, 2015, the City Council approved on-call Public Works capital project construction management and inspection services for an initial term through June 30, 2018, with the following three firms:

- Dudek & Associates
- Interwest Consulting Group
- Willdan Engineering

The current staffing available in the Department is insufficient to effectively manage the volume of currently active public works projects, and staff recommends that the City Council authorize the City Manager to augment staff with on-call project management and

engineering coordination services available to the City pursuant to the on-call agreements approved by the City Council. The City requested proposals from its on-call firms to provide project management and engineering coordination services for the Department. In response, Dudek & Associates and Interwest Consulting Group provided a proposal, whereas Willdan Engineering declined. Staff has reviewed the proposals and recommends at this time that the Department utilize Interwest Consulting Group for staff augmentation. A copy of the proposal submitted by Interwest Consulting Group is included as **Attachment 1**.

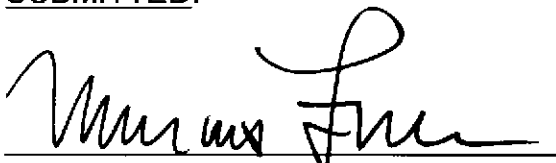
ENVIRONMENTAL IMPACT:

The requested City Council action is not a "Project" as defined by the California Environmental Quality Act (CEQA). Pursuant to Section 15378(a), a "Project" means the whole of an action, which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment. The requested action is to receive a report on the Planning Commission's recommendation on a street name change application, and is exempt from CEQA pursuant to Section 15378(b), in that a "Project" does not include: (5) Organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment.

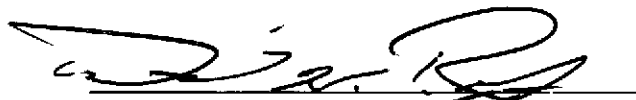
FISCAL IMPACT:

The Department anticipates the need for full-time project management assistance through the end of the current fiscal year. Interwest Consulting Group has proposed Joseph Shaw, PE, as a program manager to assist the Department on coordinating its various public works projects, at a rate of \$120 per hour. Staff estimates 640 hours of staffing through June 30, 2016, at a total cost of \$76,800 and requests authorization to incur up to a total cost of \$100,000. All costs incurred are paid from the various funding sources previously appropriated by City Council for each specific public works project the consultant will be assigned. No new or additional funding is required.

SUBMITTED:



Marcus L. Fuller, MPA, P.E., P.L.S.  
Assistant City Manager/City Engineer

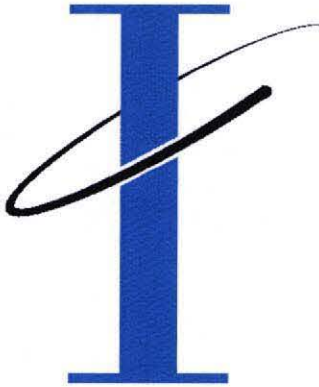


David H. Ready, Esq., Ph.D.  
City Manager

Attachment(s):

1. Consultant Proposal – Interwest

# **ATTACHMENT 1**



**FEBRUARY 8, 2016**

**PROPOSAL TO PROVIDE**

**Public Works and Engineering  
Department Assistance**

**PREPARED FOR**

**City of Palm Springs**

**Savat Khamphou, P.E.**

Assistant Director of Public Works/  
Assistant City Engineer  
3200 E. Tahquitz Canyon Way  
Palm Springs, CA 92262



**By**

**Interwest Consulting Group**

431 S. Palm Canyon Drive, Suite 200  
Palm Springs, CA 92262  
760.417.4329 Office  
951.616.4925 Mobile  
[www.interwestgrp.com](http://www.interwestgrp.com)

February 8, 2016



Savat Khamphou, P.E.  
Assistant Director of Public Works/Assistant City Engineer  
City of Palm Springs  
3200 E. Tahquitz Canyon Way  
Palm Springs, CA 92262

**RE: Proposal to Assist the Public Works & Engineering Department on various projects**

Mr. Khamphou:

Interwest Consulting Group is pleased to submit our proposal to provide professional support assistance services to the City of Palm Springs Public Works and Engineering Department on various projects. We are large enough – over 280 employees – to serve all of your public and private project needs, yet small enough to ensure that we maintain focus and are responsive to the needs of Palm Springs. We currently serve over 200 cities, counties and state agencies, including the municipalities of La Quinta, Yorba Linda, Bell, Eastvale, Wildomar, and Beaumont. We also are under contract with the City of Palm Springs to provide Construction Management, Public Works Inspection and Building and Safety Inspection services.

We thoroughly understand the challenges and requirements of municipal governments since many of our staff have held senior and executive management positions with numerous California cities including former Public Works Directors, City Engineers, Capital Projects Managers, Construction Managers, Public Works Inspectors, Chief Building Officials, and Building Inspectors. This background and experience is important since serving in the capacity of local agency representative requires a high level of sensitivity towards community and special interest group issues. Accordingly, our professional staff truly understands and values the importance of maintaining a focus on representing the interests of our public agency clients in a manner which reflects positively on the cities we serve.

As partners with the City, we will provide the following:

- ✓ **Excellent customer service.** One of the keys to the success of your department is providing your customers (residents, engineers, contractors) with excellent service. We are committed to providing a high level of service to you and your constituents.
- ✓ **Tailored, City-specific services.** We deliver skilled staff that is experienced and fully capable of providing the outlined services required by the City
- ✓ **Timely turnaround service.** We work with you to develop the most responsive schedule to meet the time constraints placed on your projects. Interwest Consulting Group will meet or exceed our proposed turnaround times.
- ✓ **Effective Coordination with other City Departments.** Our staff is trained in promoting collaboration and cooperation with other departments and agencies. Effective communication is a key component and we have multiple communication solutions available, which will be flexible to the unique needs of the City.

**Mr. James G. Ross** is the Public Works Group Leader for the Southern California area and is an authorized representative of Interwest Consulting Group with the authority to sign all necessary agreements. **Mr. Chris A. Vogt, P.E.** is the Regional Manager of the Coachella Valley branch of Interwest Consulting Group, and will serve as the Project Manager (lead), Project Representative, and the management contact to the City of Palm Springs.

**James G. Ross**  
431 S. Palm Canyon Drive, Suite 200  
Palm Springs, CA 92262  
760.417.4329 Office  
714.742.1551 Mobile  
jross@interwestgrp.com

**Chris A. Vogt, P.E.**  
431 S. Palm Canyon Drive, Suite 200  
Palm Springs, CA 92262  
760.417.4329 Office  
951.616.4925 Mobile  
cvogt@interwestgrp.com

Interwest Consulting Group has the staff and experience to perform the full range of services required by the City of Palm Springs. More importantly, we possess the experience and skills necessary to work with the existing City staff to successfully achieve established goals.

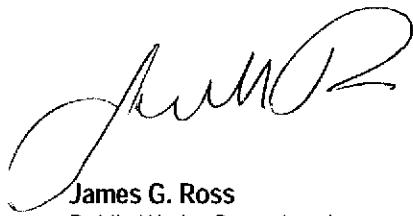
We look forward to beginning a successful relationship by providing the services outlined in the RFP to the City. We view the keys to serving the City of Palm Springs as follows:

- ✓ Providing all services in a coordinated, cost-effective and transparent manner
- ✓ Providing the City with experienced and well-qualified individuals to meet and exceed goals set for any assigned project(s)
- ✓ Providing a high level of customer service for internal and external customers

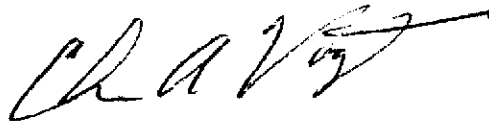
Services will be directed from our Palm Springs office, which serves the entire Coachella Valley region with professional staff performing functions in all of our disciplines. We appreciate the opportunity to present our qualifications for your review and consideration. This proposal remains valid for a period of 180 days from the due date. We understand that the selected firm will be required to enter into a contractual agreement, inclusive of insurance requirements, with the City of Palm Springs

We are available to meet with you to discuss our approach in more detail at your convenience. Please call if you have any questions or would like additional information.

Sincerely,



**James G. Ross**  
Public Works Group Leader



**Chris A. Vogt**  
Coachella Valley Regional Manager



# Table of Contents

## SECTION A

---

<b>Qualifications, Related Experience, &amp; References</b> .....	1
Company Information.....	1
Affiliations.....	2
Additional Resource Locations.....	2
Comparable Contracts.....	3
References and Similar Services/Projects.....	4

## SECTION B

---

<b>Proposed Staffing &amp; Project Organization</b> .....	8
Key Personnel.....	8

## SECTION C

---

<b>Work Plan / Technical Approach</b> .....	10
Project Understanding.....	10

## SECTION D

---

<b>Cost &amp; Price; Prevailing Wages</b> .....	11
---	----

## Appendix

### RESUMES

## SECTION

# A

## Qualifications, Related Experience, & References

### COMPANY INFORMATION

The seamless integration of municipal service professionals in support of public agencies has been our purpose since Interwest Consulting Group formed in 2002. Interwest was founded by individuals with a passion for serving municipalities. We currently employ approximately 280 employees spanning a multitude of disciplines within city engineering, public works, and building and safety departments throughout California. We currently serve over 200 cities, counties and state agencies, including the municipalities of Palm Springs, Beaumont, Yorba Linda, Bell, Eastvale, Wildomar, La Quinta, and Coachella.



We provide the following services to cities/counties:

- ✓ Construction Management & Inspection
- ✓ Building and Safety
- ✓ City Engineering
- ✓ Capital Improvement Plan/Map Review and Entitlement
- ✓ Geographic Information System (GIS)
- ✓ Information Technology
- ✓ Real Property Acquisition
- ✓ Traffic Engineering & Transportation Planning
- ✓ Transportation Program Management & Funding

Our staff has held staff, senior and executive management positions within numerous California cities including the titles of City Engineer, Public Works Director, Building Official, Traffic Engineer, Construction Manager, Public Works Construction Inspector, Building Inspector, and other well-seasoned personnel. This depth of experience brings a high level of expertise and sensitivity towards community and special interest group issues. We value the importance of a focus that represents the interests of our public agency clients and reflects positively on the citizens they serve.

Collectively, our professionals have programmed and delivered projects, and developed and implemented innovative programs and public policies recognized by the American Public Works Association, California Transportation Foundation, Solid Waste Association of North America, State of California Office of Traffic Safety, American Planning Association, and been awarded with the Leadership in Energy and Environmental Design (LEED) Award. We furnish both technical excellence and a thorough understanding of the regulatory process, including Caltrans policies, procedures, and requirements, to assist our clients through the sometimes daunting complexities associated with the delivery of projects, implementation of important public programs, and adoption of significant public policy.

## AFFILIATIONS

Education and certification are at the very core of our company. We support and encourage staff to participate in and contribute to the many associations important to the industry knowing that technical excellence and proficiency is vital to public service. Attending specialized training classes, seminars and industry-related conferences is part of our dedication to the industry. Many of our staff holds or have held key positions within the groups listed below:

- ✓ League of California Cities
- ✓ California Association of Building Officials
- ✓ County Building Officials of California
- ✓ ICC Chapters of: Los Angeles Basin, Coachella, Orange Empire, Foothill, East Bay, Peninsula, Sacramento Valley, Shasta Cascade
- ✓ SEAOSC
- ✓ City/County Engineer's Association Inland Empire
- ✓ American Public Works Association
- ✓ International Code Council
- ✓ Institute of Transportation Engineers
- ✓ California Water Environment Association
- ✓ California Stormwater Quality Association
- ✓ City Engineer's Association of Orange County

## ADDITIONAL RESOURCE LOCATIONS

**SOUTHERN CALIFORNIA**  
15140 Transistor Lane  
Huntington Beach, CA 92649  
714.899.9039 Office

9519 Chamberlain Street  
Ventura, CA 93004  
805.659.0017 Office

431 S. Palm Canyon Drive,  
Suite 200  
Palm Springs, CA 92262  
760.417.4329 Office

**CENTRAL CALIFORNIA**  
1171 W. Shaw Avenue  
Suite 102  
Fresno, CA 93711  
559.448.9839 Office

**NORTHERN CALIFORNIA**  
8150 Sierra College Blvd.  
Suite 100  
Roseville, CA 95661  
916.781.6600 Office

9300 West Stockton Blvd.  
Suite 105  
Elk Grove, CA 95758  
916.683.3340 Office

6280 W. Las Positas Blvd.  
Suite 220  
Pleasanton, CA 94588  
925.462.1114 Office

**COLORADO**  
1218 W. Ash Street  
Suite C  
Windsor, CO 80550  
970.674.3300 Office

1505 Patton Drive  
Boulder, CO 80303  
303.444.0524 Office

**NEVADA**  
4815 W. Russell Road  
Suite 11K  
Las Vegas, NV 89118  
702.476.2200 Office

## COMPARABLE CONTRACTS

<b>CLIENT</b>	<b>SCOPE OF WORK</b>
City of Bell	City Engineering, Building Plan Review, Building Inspection, Engineering Plan Check, Project Management, Construction Management, Program Management, Public Works Inspection, Engineering Support, GIS
City of Eastvale	City Engineering, Plan Review, Building Inspection, Construction Management, Public Works Inspection, Engineering Plan Check, Engineering Support, NPDES, Transportation Planning, Traffic Engineering, Drainage Engineering, GIS, Real Estate Acquisition, Grant Writing
City of Beaumont	City Engineer Services
City of Wildomar	City Engineering, Building Plan Review, Construction Management, Public Works Inspection, Transportation Planning, Traffic Engineering, Building Inspection, Code Enforcement, Drainage Engineering, GIS, IT, Real Estate Acquisition, Grant Writing





## REFERENCES AND SIMILAR SERVICES/PROJECTS

With many Interwest staff having worked directly for public agencies, we understand the importance and challenges of municipal government. Below are a few samples of our relevant experience:

### City of Bell

In November 2010, as part of its recovery process, the City of Bell selected Interwest Consulting Group to provide building plan check services. Interwest has reviewed a number of projects in the City, including a new commercial building, several commercial TIs and residential addition and remodel projects. The opportunity to assist Bell in its recovery presented unique challenges with nearly every manager and the entire City Council departing the City in a matter of months. We worked closely with staff to maintain a high level of customer service and deliver quality plan reviews to the City. We were selected to provide City Engineering services in December 2011 and Building and Safety services in 2012. Our staff seamlessly integrated into the City working closely with new managers helping identify new policies and procedures that were needed, reconnecting with regional projects and preparing master plans.



**Joe Perez**  
*Previous Community Development  
Director*  
6330 Pine Avenue  
Bell, California 90201  
(562) 882-2706

We currently provide the following services:

- ✓ City Engineering
- ✓ Building Official
- ✓ Plan Review
- ✓ Building Inspection
- ✓ Project /Program Management
- ✓ Grants and Funding Coordination
- ✓ Construction Management
- ✓ Construction Inspection
- ✓ Geographic Information Systems (GIS)

### HIGHLIGHTED PROJECTS

**Americans with Disabilities Act (ADA) Improvement:** Interwest developed a transition plan that complied with the regulations under 28 CFR Part 35.150(d) that set forth the steps necessary to ensure compliance with the ADA and



its implementing regulations. The project's scope included the investigation and identification of barriers to access and to compile an ADA Transition Plan for City owned facilities, public rights-of-way (streets, intersections, ramps and sidewalks, etc.), and program services, in accordance with Americans with Disabilities Accessibility Guidelines (ADAG) and the California State Accessibility Standards (CSAS).

**Pavement Management Plan Update:** Interwest updated the City's PMP providing an effective planning, programming tool enabling the City to evaluate maintenance priorities and make informed recommendations for improvements. The project scope included Streetsaver Program installation and set-up, updating of PMP, and GIS

linkage & map reporting. The PMP had not been updated since 2008 and the City needed the most current and complete information to be in compliance with the LA County MTA Congestion Management Plan, and to certify that the streets have been assessed and inventoried to receive both local and federal funds. Interwest is now implementing the recommendations for the year one improvements which include re-construction and overlay projects throughout the city.

## City of Wildomar

Since incorporation of the City of Wildomar on July 1, 2008, Interwest Consulting Group has created and implemented necessary systems and processes to provide the following services:

- ✓ City Engineering
- ✓ Development Engineering and Entitlements
- ✓ Transportation Planning
- ✓ Construction Management
- ✓ Public Works Inspection
- ✓ Traffic Engineering Services
- ✓ Building Department Administration
- ✓ Building and Safety Code Compliance
- ✓ Building Plan Review and Inspections
- ✓ Code Enforcement
- ✓ Drainage Engineering
- ✓ Geographic Information Systems
- ✓ Information Technology
- ✓ Real Estate Acquisitions Services
- ✓ Grant Writing and Administration Services



**Gary Nordquist**  
*City Manager*  
23873 Clinton Keith Road,  
Suite 201  
Wildomar, CA 92595  
(951) 677-7751  
gnordquist@cityofwildomar.org

## HIGHLIGHTED PROJECTS

**Safe Routes to School Sidewalk Project** - Interwest was responsible for the design and management of sidewalk and roadway improvements to two existing elementary schools - Wildomar Elementary School and Ronald Reagan Elementary School. Improvements included new sidewalks, handicap-accessible ramps, curb and gutter, and roadway widening along selected routes to each school. The projects were funded by bicycle and pedestrian safety grants. The Wildomar Elementary improvements were approximately 1.5 acres in size and the Ronald Reagan improvements consisted of approximately 0.5 acres. This project involved coordination with the police department and School District to bring to fruition and received extensive coverage in the local news. Interwest provides oversight for the City's participation in the WRCOG Transportation Uniform Mitigation Fee (TUMF) Program and assisted the City in evaluating a regional effort to consider TUMF reductions.. There were multiple unique challenges associated with each site. The Wildomar Elementary improvements had several challenges including maintaining multiple existing driveway access points, meandering the sidewalk to avoid existing trees and utilities, and minor drainage improvements along the affected area. The biggest challenge associated with the Ronald Reagan improvements was acquiring the additional right-of-way required to construct the roadway and sidewalk. Interwest services provided included Transportation Planning, Capital Project Management, Grant Writing, and Traffic Engineering. The project was made possible by two grants written and secured by Interwest for the City.





**City's first Capital Improvement Program**, totaling over \$8 million in revenue over the next five years. The CIP identified Measure "A", gas tax, and air quality revenue (AB 2766) to advance projects and programs consistent with Council direction. The CIP included the traffic signal program, the unpaved roadway program, the slurry seal program, and accessibility program which involved Interwest collaboration with Riverside County, City Council, and the public. We also secured and administered over \$1 million dollars in grants from the Riverside County Transportation Commission's SB 821 program, Caltrans Safe Routes to School Program, and the Caltrans Highway Safety Improvement Program. These funds leveraged existing Measure "A" revenues to bring in state and federal funds, significantly augmenting the City's Capital Improvement Program budgets.

## City of Eastvale

Since incorporation of the City of Eastvale on July 1, 2010, Interwest Consulting Group has created and implemented necessary systems and processes to provide the following services:

- ✓ City Engineering
- ✓ Program Management
- ✓ Construction Management | Public Works Inspection
- ✓ Engineering Support Services
- ✓ Building Department Administration
- ✓ Building Plan Review, Inspections and Permit Counter
- ✓ Building and Safety Code Compliance
- ✓ NPDES – Storm Water Compliance Support Services
- ✓ Grant Writing and Administration Services
- ✓ Development Engineering and Entitlements
- ✓ Transportation Planning
- ✓ Traffic Engineering Services
- ✓ Drainage Engineering
- ✓ Geographic Information Systems
- ✓ Real Estate Acquisitions Services



### Michele Nissen

*City Manager*

12363 Limonite Ave, Suite 910

Eastvale, CA 91752

(951) 361-0900

[mnissen@eastvaleca.gov](mailto:mnissen@eastvaleca.gov)

## HIGHLIGHTED PROJECTS

### Capital Improvement Program

After completing the City's Pavement Management Program, Interwest identified a priority list of preventive maintenance projects to further the design life of the pavement. The budget in FY 2013/2014 includes more than \$2 million of thin overlays, crack seal, and slurry seal projects.

The City's Capital Improvement Program expenditures for FY 2013-2014 total more than \$13.6 million in over the next five years. The CIP identified Measure "A", Gas Tax and AB2766 Funds to program and advance projects consistent with Council direction. The CIP includes resurfacing arterial streets, implementing Pavement Management Program, preparing grant applications for SR2S and SB 821 to fund schools safety project and synchronizing traffic signals along Limonite Avenue. The budget also includes \$100,000 to prepare a Citywide Bicycle and Pedestrian and a Truck Route.

**Bridge Projects** -Interwest is an active participant and is working with local, regional and state transportation agencies to plan, design and fund two major bridge widening projects. The first bridge is a new interchange on

Limonite at I-15 (\$30 million). The second bridge is a widening project at Hamner at Santa Ana River set to replace the four lanes with six lanes (\$60 million). Interwest was successful to fund pre-planning work for both bridges using Western Riverside Council of Government (WRCOG) Transportation Uniform Mitigation Fee (TUMF). While the County of Riverside is the lead agency, Interwest staff is involved in reviewing and commenting on the work.

### **Grant Funding**

The City of Eastvale was successful in receiving SB 821 and SR2S grant funds (\$220,000 and \$150,000 respectively) to construct sidewalks at two elementary schools to enhance pedestrian safety. Throughout the project, Interwest completed all necessary Caltrans forms and reports as required for the funding.

In the spring of 2013, the City applied for \$100,000 in State funds to prepare a Bicycle and Pedestrian Master Plan. Interwest prepared and submitted all the grant application to RCTC and Caltrans. The study involved four major categories of data collection and analysis. The study and recommended speed limits were also reviewed by the Police Department.

### **Local Experience**

The team in this proposal has a large amount of local experience in the Coachella Valley.

**Chris A. Vogt, P.E., Project Manager/Key Contact** is presently the head of the Interwest Consulting Group Coachella Valley Office located at 431 S. Palm Canyon Drive, Palm Springs (approximately 2.7 miles from Palm Springs City Hall). Chris was the Public Works Director/City Engineer for the City of La Quinta for five years.

**E. Joseph Shaw, P.E., Program Manager/Sr. Engineer**, has extensive experience as a Program Manager and Senior Engineer. He has experience coordinating all required funding and paperwork with Caltrans District 8 on the Coachella Valley I-10 interchange projects (CVAG). Mr. Shaw has recently completed an assignment similar to the Palm Springs Assignment as Program Manager under contract with the City of Moreno Valley. In Moreno Valley, he prepared, advertised and administered Request for Proposals (RFPs), managed multiple projects, represent the City at various meetings, performed traffic or street related investigations, wrote technical specifications, audited projects, and acted as Program Manager over groups of projects.

Interwest's base will be out of the Palm Springs office which is approximately 2.7 miles from the Palm Springs City Hall. This will allow staff to coordinate efforts with City Staff well since the Palm Springs City Hall is challenged for space necessitating this work to be completed in our office as opposed to City Hall. There are no conditions or conflicts of interest that would affect Interwest's ability to perform the required duties of this proposal. This proposal also certifies that Interwest Consulting Group has not been disbarred, suspended, or otherwise declared ineligible to contract with any other federal, state, or local public agency.



## SECTION

# B

# Proposed Staffing & Project Organization

## KEY PERSONNEL

All of our proposed staff has significant direct experience working as city employees and as contract staff members in similar jurisdictions throughout Southern California. The resumes for each individual are included in the Appendix. Individually, the professionals showcased below excel in each of their backgrounds. As a team, they possess the professional capability to innovatively create and implement effective solutions with your agency and the community's interests in mind. Depending on the type, size, and schedule of the project(s), the following individuals would be available to serve the City.

We propose **James G. Ross** as Principal-in-Charge. Jim brings 45 years of experience in serving a number of jurisdictions throughout Southern California with 34 of those years in the Executive Management level. James was the recipient of the James Martin Award for Excellence and Service to the League of California Cities, Public Works Profession. James was also chosen Top Leader of the Year in 2004 and Nominated for the National Top 10 Director of the Year in 2008, both for the American Public Works Association National and Southern California Chapter

### **James G. Ross** | PRINCIPAL IN CHARGE

---

Jim has supported municipalities and public agencies at an executive management level for the past 34 years, specializing in Public Works and Water Departments. His experience includes successfully managing staffs of over 400 people and Capital Improvement Program budgets of approximately \$200 million dollars. He has served on the Board of Directors and has been President of the Public Works Institute for the League of California Cities.

### **Chris A. Vogt, PE** | PROJECT MANAGER | PROJECT REPRESENTATIVE | KEY CONTACT

---

Chris has nearly 32 years of successful planning, implementing, and administering public works projects and programs. He brings a solid history of successful management with over 20 years as a Public Works Director/City Engineer. He brings an exemplary work ethic focusing on continuous process improvements while maintaining the ability to effectively navigate through politically sensitive environments.

He has managed an operational budget over \$39 million and a comprehensive Capital Improvement Program in excess of \$1.6 billion. Supporting cities in Southern California, Chris has a wealth of knowledge in budget preparation; infrastructure maintenance; professional and construction contract negotiations; organizational development; project management; water, sewer and electrical utility operations and construction; engineering design; staff development; training and mentoring; complex engineering studies such as Development Impact Fees and assessment engineering; and public informational and collaborative meetings. Chris has been Project Manager over a number of Municipal Design/Build construction projects including the first City Hall for the City of Chino Hills, a locker room/restroom/office facility for a public pool project in La Quinta, the renovation of the Pomona Fox Theater and a 25 megawatt electric utility substation. Chris also has over five years of experience in the Coachella Valley as the Public Works Director/City Engineer for the City of La Quinta.

Chris is a professional who brings solutions to our clients. He is flexible and open with his communications and fosters a teamwork atmosphere in resolving challenges. He is committed to serving the needs of the client through strong leadership and a collaborative approach.

Joe has decades of expertise providing administration, management and inspection services on engineering projects. This experience has made him familiar with the design and construction of projects including transportation facilities, public works, industrial, commercial and residential development. Joe is very comfortable providing contract administration, project scheduling, claims avoidance, quality assurance, reporting, budgeting and bid preparation for both public works and private enterprises. His extensive background in the industry has also given him a working knowledge of related fields including environmental mitigation, drainage, soils, architecture, structures, surveying and land planning. Joe has been employed in a variety of capacities such as Project Manager and Construction Manager. Over his career, he has honed his ability to effectively coordinate with owners, clients, consultants, contractors and public agencies. His past projects include a wide variety of design and construction including freeways, water resources, pipelines, petrochemical, structural, recreational and land development projects.

**For this assignment we are proposing Mr. Joseph Shaw, P.E., Program Manager.**

**The billing rate for this contract is \$120/hour. A more detailed rate sheet is included in Section D.**

## SECTION

# C

# Work Plan/Technical Approach

## PROJECT UNDERSTANDING

Interwest Consulting Group fully understands what is required for Public Works and Engineering Department Assistance support services as we serve a number of municipalities in Southern and Northern California in a similar capacity. The seamless integration of municipal service professionals in support of public agencies has been our purpose since Interwest Consulting Group formed in 2002. As the demands for project delivery are increased, Cities are faced with the challenge of providing capable and experienced individuals to manage and coordinate those projects and to ensure proper completion according to the local, state and federal policies and procedures. Full communication on behalf of the client is essential as well as complete and accurate documentation. An understanding of the existing policies and procedures and positive working relationships with the key personnel is also essential for successful administration.



Interwest staff has the experience and expertise to complete all assignment including but not limited to:

- Prepare, Review, and/or Revise Engineering Design and Specifications
- Inspect Designs, Estimates and Specifications for compliance with applicable rules and regulations; check or prepare cost estimates for budgeting purpose.
- Prepare construction specifications for capital improvement projects; review projects with local utility companies to reduce construction conflicts.
- Prepare City Council staff reports.
- Administer and coordinate engineering design contracts; review all plans and specifications on contract projects.
- Other engineering related work as assigned by the City.

Interwest staff begins the coordination process by working with the City's Management staff to define and fully understand the assigned projects, city goals, and all funding sources for the assigned projects. Interwest will then complete all steps of the assignment taking care to keep within the guidelines required by each specific funding source. All local, state and federal laws will be followed to ensure there are no issues throughout the duration of the assignments. Our goal is to ensure there are no surprises and no lost opportunities for the City.

The first 40 hours of work will be absorbed by the Interwest. We do not expect the City to pay for our training and/or learning curve. Since the Coachella Valley office is in the City of Palm Springs, approximately 2.7 miles from the City Hall, we will provide our own office space and equipment.



Printing, reproduction, research, meetings, mileage, telephone usage, general office supplies, overhead, etc..., are included as incidental to the charges in the "Not-to-Exceed" fee schedule and total cost proposal.

*Rates are typically reviewed yearly on July 1 and may be subject to revision unless under specific contract obligations*

### **BILLING PROCESS**

Invoices are typically generated upon the conclusion of the month. Interwest Consulting Group will work with the City to supply the necessary billing information.

# RESUMES



**INTERWEST  
CONSULTING  
GROUP**

[www.interwestgrp.com](http://www.interwestgrp.com)

**EXPERTISE**

Program and Project Management

**EDUCATION**

Masters in Public Administration, 1986  
Bachelor of Science Civil Engineering, 1970  
California State University, Long Beach

**PROFESSIONAL  
AFFILIATIONS**

**League of California Cities**  
Public Works Institute, President | 1998  
Board of Directors, Member | 2001-2003  
James Martin Award Winner for Excellence  
& Service to the League & Public Works  
Profession | 2006

**American Public Works Association  
California Chapter**  
Top Leader of the Year Award | 2004  
Nominated, National Top 10  
Director of the Year | 2008

**Santa Ana North Rotary Club**  
President | 2000

## **James G. Ross**

**Public Works Group Leader**

James has supported municipalities and public agencies at an executive management level for the past thirty-four years, specializing in Public Works and Water Departments. James' experience includes successfully managing staffs of over 400 people and Capitol Improvement Program budgets of approximately \$200 million dollars. He has served on the Board of Directors and has been President of the Public Works Institute for the League of California Cities. James is also the recipient of the James Martin Award for Excellence and Service to the League and Public Works Profession. James was chosen Top Leader of the Year in 2004 and Nominated for the National Top 10 Director of the Year in 2008, both for the American Public Works Association, California Chapter.

**PROJECT SPECIFIC EXPERIENCE**

**Special Advisor**

2011 – 2015 | Management Partners

Conducted organizational assessments and provided interim support for local Governments, specializing in Public Works and Water Departments. Some representative projects included the cities of Fountain Valley Public Works Department review and support, San Carlos Public Works/Community Development Efficiency Study, Orange Alternative Service Deliveries Study, Glendora Water Division Efficiency Study, San Juan Capistrano interim Public Works Department support, Newport Beach Municipal Operations Department Organizational Assessment, Benicia Public Works Organizational Assessment, Long Beach Organizational Assessment, and the Napa City/County Service Sharing Study.

**Interim Executive Program Manager**

2009 – 2011 | Imperial Irrigation District

Imperial Irrigation District (IID) is one of the largest Irrigation Districts in North America with a 3.1 million acre foot entitlement to Colorado River Water. Managed 445 staff of the Water Department which are responsible for a 3000-mile system of irrigation and drainage canals. James was retained under an original 6 month contract by the General Manager to conduct an organizational assessment and make recommended changes to improve customer service and operational efficiencies. Involved in implementation of the "Quantification Settlement Agreement" which makes it possible to transfer conserved water from Imperial's farming Community to urban water users in Southern California. Contract renewed twice by the GM before James elected not to renew again.

**Executive Director of Public Works**

1988 – 2009 | City of Santa Ana

The department had over 200 staff members. Responsibilities included construction and maintenance of City's street, water and sewer systems. In addition to the Water Enterprise, James also created enterprise funds for Refuse, Sanitation and Sewers. Annual budget including Capital Improvement Program was approximately \$200 million. Major facility projects included a \$100 million Police Detention and Administration Building, the City Hall Ross Annex, a new Corporation Yard, the remodel of the Main Library and numerous Community Park Facilities. Major Street projects included the \$100 million widening of the Bristol Corridor and an innovative

\$100 million 5-year program to repair and rebuild the City's residential street system. He also led the development of a City Transit Plan which envisions a Street Car from the transit terminal thru the downtown to a connection with the regional express bus system.

**Principal Projects Manager**

1981 – 1988

City of Irvine

Supervised the City's Project Management Team of 7 staff. They were responsible for administrating the design and construction of the City's Capital Improvement Program. At the time, Irvine was one of the fastest growing cities in California. Most of the new streets, parks and community facilities were funded by assessment districts which James and the Management team administered.

**Associate Engineer**

1978 – 1981

City of Costa Mesa

Managed the 5 member Development Section in the Public Works Department. Reviewed and conditioned developments, processed track maps and parcel maps, represented Department at Planning Commission Meetings.

**Assistant Engineer**

1971 – 1978

Port of Los Angeles

Designed and prepared specifications for major backland projects including all infrastructure to accommodate new container terminals.

**Assistant Engineer**

1970 – 1971

City of Los Angeles

Designed street maintenance projects





**INTERWEST  
CONSULTING  
GROUP**

[www.interwestgrp.com](http://www.interwestgrp.com)

**E D U C A T I O N**

BS, Civil Engineering  
University of Pittsburgh  
Pittsburgh, PA

**R E G I S T R A T I O N S  
C E R T I F I C A T I O N S**

Professional Engineer | Civil Engineering

**P R O F E S S I O N A L  
A F F I L I A T I O N S**

APWA - American Public Works  
Association,  
Southern California Chapter President  
2012

APWA - American Public Works  
Association, Coachella Valley Branch of  
Southern CA,  
President & Creator, 2000 – 2001

City/County Engineers Association  
Inland Empire President, 1996

**Chris A. Vogt, PE**  
**Project Manager**

Chris has 32 years of successful management, planning, implementing, and administering public works projects and programs. He brings a solid history of successful management with over 20 years as a Public Works Director/City Engineer. He brings an exemplary work ethic focusing on continuous process improvements while maintaining the ability to effectively navigate politically sensitive environments. He has managed an operational budget of over \$39 million and a comprehensive Capital Improvement Program in excess of \$1.6 billion. Supporting cities in Southern California, Chris has a wealth of knowledge in budget preparation; infrastructure maintenance; professional and construction contract negotiations; organizational development; project management; water, sewer and electrical utility operations and construction; engineering design; staff development; training and mentoring; complex engineering studies such as Development Impact Fees and assessment engineering; and public informational and collaborative meetings.

Chris is a professional who brings solutions to our clients. He is flexible and open with his communications and fosters a teamwork atmosphere in resolving challenges. He is committed to serving the needs of the client through strong leadership and a collaborative approach.

**S P E C I F I C E X P E R I E N C E**

**Deputy City Engineer | Senior Project Manager**

2012 – Present Interwest Consulting Group

Chris provides various public works director and city engineer services to jurisdictions throughout Southern California. His responsibilities include: implementing and developing capital improvement programs and development impact fees; staff training, mentoring and management; direction and supervision of professional, technical and maintenance staff; program management over consulting contracts (design and construction management professionals); completion of specialty projects; and coordination of issues with public utilities.

**Director of Public Works | City Engineer**

2006 – 2011 City of Moreno Valley

Managed a Public Works Department of 145 professional, technical, maintenance and clerical staff with an operational budget of \$39 million and Capital Improvement budget of \$180 million (comprehensive \$1.6 billion). Public Works included seven divisions: Administration, Engineering Land Development, Traffic, Capital Improvement Projects, Maintenance (solid waste, street, storm drainage, graffiti, fleet), Special Districts, and the Moreno Valley Electric Utility.

**Select Accomplishments:**

- Completed a **\$25 million electric sub-station project** and participated on the City's bond team
- Reorganized the new City Electric Utility
- Completed a **\$1.6 million Veterans Memorial project** within schedule and budget by working with a citizen design committee
- Directed staff in the **development of a comprehensive Capital Improvement Program** that reflects all projects to ultimate build-out of the City (\$1.6 billion)
- Coordinated City regional projects with **Caltrans, Western Riverside Council of Governments, and the Riverside County Transportation Commission**
- Completed a **\$10 million regional soccer facility** (synthetic turf)
- **Renegotiated the City's Solid Waste contract** resulting in enhanced services and full indemnification under AB 939 without additional costs to the City
- Developed a **streamlined plan check and inspection program** to support local development

**Director of Public Works | City Engineer**

2001 – 2006 City of Pomona

Supervised the Public Works Department of 97 professionals, which included Administration, Engineering, Development, Traffic, Capital Improvement Projects, Streets, Stormwater, Graffiti Abatement, Facilities Maintenance, Building and Safety, and City Communications.

**Select Accomplishments:**

- Developed a comprehensive Capital Improvement Program
- Developed a bond issue with Gas Tax proceeds to complete **\$10 million worth of street rehabilitations and improvements**
- Completed **\$2 million White Avenue beautification** project fronting the L.A. County Fairgrounds
- Established and implemented the City's Graffiti Abatement Program that improved removal time to 24 hours

**Director of Public Works | City Engineer**

1996 – 2001 City of La Quinta

Managed the Public Works Department of 20 professional, technical, and clerical staff. This included Administration, Engineering, Development, Traffic, Capital Improvements and Street Maintenance.

**Select Accomplishments:**

- Coordinated the development and implementation of La Quinta's **first Development Impact Fees**
- Updated the City's \$800,000/year Lighting and Landscape Assessments to conform to Proposition 218
- Completed a **\$500,000 community pool and locker room/office facility project** within schedule and budget utilizing the design/build process
- Completed a **\$20 million assessment issue** and coordinated the construction associated with the assessment for public sewers, street improvements, and a downtown beautification project

**Director of Public Works | City Engineer**

1991 – 1996 City of Chino Hills

Held multiple positions while serving the City of Chino Hills. Was the first Director of Public Works/City Engineering when the city was incorporated in December 1991. Established and directed the Public Works Department of 40 employees (not including consultants) under six divisions. These divisions included Administration, Engineering Design and Development, Traffic and Roads, Water, Sewer, Drainage, Utility Operations, and Facilities/Vehicle Maintenance and Operations. From 1992 - 1993, the Parks and Landscape Maintenance Division (1972 Lighting and Landscape Act) was also under his direction including a Parks and Landscape Manager and 15 employees.

**Select Accomplishments:**

- Completed the **\$10 million extension** of the ultimate improvements to Chino Hills Parkway from Carbon Canyon Road (SR142) to the 60 freeway in Pomona
- **Developed the first Public Works Department** for the City of Chino Hills after Incorporation
- Supervised a **\$13M/year Water Utility operational budget** for the City
- Developed the **first Pavement Management System** for Chino Hills
- Developed and Streamlined the Final Map and Developer Entitlement process

**Public Works Engineer II / Project Engineer III**

1986 – 1991 County of San Bernardino/Special Districts

**Municipal Engineer**

1983 – 1986 Westmoreland, Washington, Somerset, and Alleghany Counties in South Western PA

**Director of Public Works | City Engineer**

2001 – 2006 City of Pomona

Supervised the Public Works Department of 97 professionals, which included Administration, Engineering, Development, Traffic, Capital Improvement Projects, Streets, Stormwater, Graffiti Abatement, Facilities Maintenance, Building and Safety, and City Communications.

**Select Accomplishments:**

- Developed a comprehensive Capital Improvement Program
- Developed a bond issue with Gas Tax proceeds to complete **\$10 million worth of street rehabilitations and improvements**
- Completed **\$2 million White Avenue beautification** project fronting the L.A. County Fairgrounds
- Established and implemented the City's Graffiti Abatement Program that improved removal time to 24 hours

**Director of Public Works | City Engineer**

1996 – 2001 City of La Quinta

Managed the Public Works Department of 20 professional, technical, and clerical staff. This included Administration, Engineering, Development, Traffic, Capital Improvements and Street Maintenance.

**Select Accomplishments:**

- Coordinated the development and implementation of La Quinta's **first Development Impact Fees**
- Updated the City's \$800,000/year Lighting and Landscape Assessments to conform to Proposition 218
- Completed a **\$500,000 community pool and locker room/office facility project** within schedule and budget utilizing the design/build process
- Completed a **\$20 million assessment issue** and coordinated the construction associated with the assessment for public sewers, street improvements, and a downtown beautification project

**Director of Public Works | City Engineer**

1991 – 1996 City of Chino Hills

Held multiple positions while serving the City of Chino Hills. Was the first Director of Public Works/City Engineering when they incorporated in December 1991. Established and directed the Public Works Department of 40 employees (not including consultants) under six divisions. These divisions included Administration, Engineering Design and Development, Traffic and Roads, Water, Sewer, Drainage, Utility Operations, and Facilities/Vehicle Maintenance and Operations. From 1992 - 1993, the Parks and Landscape Maintenance Division (1972 Lighting and Landscape Act) was also under his direction including a Parks and Landscape Manager and 15 employees.

**Select Accomplishments:**

- Completed the **\$10 million extension** of the ultimate improvements to Chino Hills Parkway from Carbon Canyon Road (SR142) to the 60 freeway in Pomona
- **Developed the first Public Works Department** for the City of Chino Hills after Incorporation
- Supervised a **\$13M/year Water Utility operational budget** for the City
- Developed the **first Pavement Management System** for Chino Hills
- Developed and Streamlined the Final Map and Developer Entitlement process

**Public Works Engineer II / Project Engineer III**

1986 – 1991 County of San Bernardino/Special Districts

**Municipal Engineer**

1983 – 1986 Westmoreland, Washington, Somerset, and Alleghany Counties in South Western PA



**INTERWEST  
CONSULTING  
GROUP**

[www.interwestgrp.com](http://www.interwestgrp.com)

**EDUCATION**

B.S. Architectural Engineering,  
California State Polytechnic University  
San Luis Obispo, CA

**REGISTRATIONS  
CERTIFICATIONS**

Registered Civil Engineer, CA | 18784

**PROFESSIONAL  
AFFILIATIONS**

Life Member ASCE

## **E. Joseph Shaw, PE**

**Construction Manager | Local Assistance Liaison**

Joe has decades of expertise providing administration, management and inspection services on engineering projects. This experience has made him familiar with the design and construction of projects including transportation facilities, public works, industrial, commercial and residential development. Joe is very comfortable providing contract administration, project scheduling, claims avoidance, quality assurance, reporting, budgeting and bid preparation for both public works and private enterprises. His extensive background in the industry has also given him a working knowledge of related fields including environmental mitigation, drainage, soils, architecture, structures, surveying and land planning.

Joe has been employed in a variety of capacities such as Project Manager and Construction Manager. Over his career, he has honed his ability to effectively coordinate with owners, clients, consultants, contractors and public agencies. His past projects include a wide variety of design and construction including freeways, water resources, pipelines, petrochemical, structural, recreational and land development projects.

**PROJECT SPECIFIC EXPERIENCE**

**Construction-Survey Manager**

2012 - 2015 City of San Bernardino

Joe's duties included supervision and coordination of City Inspectors for both private and municipal projects. Projects included water and sewer, asphalt paving, drainage, signals, striping, off-site school improvements and dry utilities. He also assisted with constructability review, bid preparation, coordinated field activities with other City departments.

**Consultant Construction Inspector**

2011 - 2012 Wolfe Engineering & Design, Inc.

Joe performed inspection for municipal public works projects including concrete curbs, sidewalks, driveways and ramps; asphalt paving, repair, replacement and striping; grading, NPDES and traffic control. Projects were located in Redlands, Yorba Linda and Corona.

**Senior Construction Manager**

2008- 2011 Harris & Associates

He represented Harris with clients, owners, designers and contractors; coordinated and oversaw activities of construction managers and field inspectors; performed administration of consultant agreements; prepared proposals; and coordinated and managed sub-consultants. Projects included oversight of Coachella Valley I-10 Interchange projects, CVAG; \$38M La Sierra / SR-91 Interchange, City of Riverside; On-call contracts with Caltrans Districts 7 and 8; and \$12M Sunnymead Blvd. Beautification Project, Moreno Valley.

**Director, Inland Empire Division**

2004- 2008 Adam Streeter Civil Engineers, Inc.

Joe was responsible for management of the Riverside engineering office including project management, design oversight, proposal preparation, contract administration,

