



# STAFF REPORT

DATE: 03/05/2025

TO: Honorable Mayor and City Council Members  
Honorable President and Board Members

FROM: Utilities Department

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**2025-89**

## **REQUEST FOR CITY COUNCIL AND CORONA UTILITY AUTHORITY ACTION**

### **SUBJECT:**

PROFESSIONAL SERVICES AGREEMENT WITH ALBERT A. WEBB ASSOCIATES, INC. FOR DESIGN AND ENGINEERING SERVICES FOR MULTIPLE MOTOR CONTROL CENTERS EQUIPMENT REPLACEMENT AND UPGRADE PROJECT

### **EXECUTIVE SUMMARY:**

This staff report asks City Council to award a Professional Services Agreement to Albert A. Webb Associates, Inc. for design, bid support, engineering support during construction, and closeout services for multiple Motor Control Centers equipment replacement and upgrade projects at various facilities. The Motor Control Centers at these locations have reached the end of their useful life and require necessary replacement and upgrades to ensure the reliability of critical water and wastewater systems.

### **RECOMMENDED ACTION:**

That the City Council:

- a. Award Request for Proposals 24-082AT to Albert A. Webb Associates, Inc. for design, bid support, engineering support during construction, and closeout services for the Motor Control Center replacement and upgrade projects.

- b. Approve Professional Services Agreement with Albert A. Webb Associates, Inc. of Riverside, CA, in the amount of \$454,984 for design, bid support, engineering support during construction, and closeout services for the Motor Control Center replacement and upgrade projects.
- c. Authorize the creation of a new Operating and Maintenance Project titled Sierra Del Oro Treatment Plant MCC 1 and 2 Design.
- d. Authorize an appropriation in the amount of \$100,000 from the Water Utility Fund 570 to the newly created Sierra Del Oro Treatment Plant MCC 1 and 2 Design Operating and Maintenance Project.
- e. Authorize an appropriation in the amount of \$100,000 from the Water Utility Fund 570 to the Border Potable Booster MCC Design Operating and Maintenance Project No. 78250.
- f. Authorize the City Manager, or his designee, to execute a Professional Services Agreement with Albert A. Webb Associates, Inc. in the amount of \$454,984 including any non-substantive extensions, change orders, purchase orders, and amendments up to \$45,498 or 10% of the total contract amount.

That the Corona Utility Authority review, ratify, and to the extent necessary, direct the City Council to take the above actions.

**BACKGROUND & HISTORY:**

The Utilities Department (UD) is responsible for the operation and upkeep of a wide range of facilities that support the City of Corona's water, wastewater, and reclaimed water systems. These include 4 water treatment plants, 24 well sites, 18 booster stations, 19 water storage tanks, 46 pressure-reducing stations, 3 wastewater treatment plants, 14 sewer lift stations, and 3 reclaimed water booster stations. These facilities are vital to ensuring the efficient and continuous delivery of water and wastewater services to the City's residents and businesses.

Motor Control Centers (MCCs) are essential components within these facilities. They serve as the nerve centers for controlling and managing the operation of key equipment such as pumps, motors, and blowers. MCCs regulate the electrical flow to these devices, enabling the proper functioning of critical processes that maintain the City's water and wastewater systems. As the central control point for equipment, MCCs ensure efficient, reliable, and safe operations.

As part of the ongoing efforts to maintain system reliability and efficiency, UD has identified the need to replace and upgrade aging MCCs that have surpassed their useful life at several key locations. These upgrades are essential for minimizing downtime, improving the operational performance of critical infrastructure, and maintaining compliance with City standards.

This Professional Services Agreement with Albert A. Webb (Webb) Associates, Inc. will provide the necessary engineering design, project management, and technical support services to complete the MCC replacements and upgrades, ensuring the continued reliability of the City's infrastructure.

**ANALYSIS:**

Request For Proposals (RFP) 24-082AT for the design and engineering services for Multiple MCC Replacement and Upgrade Project was advertised on August 27, 2024, pursuant to Corona Municipal Code [Section 3.08.110](#) Non-public projects formal bidding procedure, and posted on the City's bidding portal, PlanetBids. 515 vendors were notified, and 54 consultants downloaded the bid package. On September 5, 2024, seven consultants attended a mandatory pre-proposal meeting at the project site. One proposal was received through PlanetBids by the bid due date of October 17, 2024. The following is a summary of the proposal's evaluation results:

<b>Vendor</b>	<b>Location</b>	<b>Cost</b>
Albert A. Webb Associates	Riverside, CA	\$454,984

Webb's proposal was evaluated based on five criteria outlined in the Request for Proposals. The criteria were Completeness of Response, Qualification of Firm, Qualification of Personnel, understanding of Work Plan/ Project Approach, and Value.

Following the analysis of the proposal evaluation, it was determined that Webb's team exhibits the essential skills, experience, and staffing required for the successful execution of the project's scope of work. In their statement of qualification, Webb staff showed a clear understanding of the scope of work for the project and showed that they have successfully completed such projects.

The proposed services involve detailed design, bid phase assistance, engineering support during construction, and closeout services for multiple facilities. The scope of work and Webb cost for each project includes:

1. **Water Reclamation Facility (WRF) 1A** – Primary MCC replacement and relocation, blower replacement, and Turblex controls upgrade.
2. **Stagecoach Lift Station Facility** – MCC and generator replacement and relocation.
3. **Border Potable Water Booster Pump** – New MCC installation.
4. **Sierra Del Oro (SDO) Water Treatment Plant** – MCC 1 and 2 replacement.

<b>Project Name</b>	<b>Webb Cost Per Project</b>
WRF 1A Primary and Blower Room MCC Replacement	\$196,072

Stagecoach Lift Station MCC and Generator Upgrade	\$96,479
Border Potable Booster MCC	\$91,015
SDO Treatment Plant MCC 1 and 2 Replacements	\$71,418
<b>Total Cost Provided in Proposal</b>	\$454,984

City staff will provide additional project management support to uphold contract documents while interacting directly with the design engineer. Staff will also lead progress meetings, prepare and maintain project reports, oversee the schedule and budget, and ensure that document review and approval turnaround times are followed. The project manager will also ensure the overall quality and delivery of the project.

City Staff recommends awarding the professional services agreement to Webb for design, bid support, engineering support during construction, and closeout services for multiple MCC replacement and upgrade projects. Further, staff will work with Webb to determine the best replacement and upgrade plan for the various facilities.

**FINANCIAL IMPACT:**

Approval of the recommended actions will result in a total appropriation in the amount of \$200,000 from the Water Utility Fund 570 (\$100,000 to the newly created Sierra Del Oro Treatment Plant MCC 1 and 2 Design Operating and Maintenance Project and \$100,000 to the Border Potable Booster MCC Design Operating and Maintenance Project No. 78250). Funds are available in the Stagecoach Lift Station Motor Control Center and Generator Upgrade Capital Improvement Project No. UT-2024-09, and Water Reclamation Facility 1A Primary and Blower Room MCC Replacement Capital Improvement Project No. UT-2023-08. There is sufficient working capital for the recommended actions.

Project Name	Fund	Project Number	FY25 Current Balance	Appropriation	Project Balance*
Border Potable Booster MCC Design	570	78250	\$24,875.50	\$100,000	\$124,875.50
SDO Treatment Plant MCC 1 and 2 Replacements	570	N/A	\$0	\$100,000	\$100,000
Stagecoach Lift Station MCC and Generator Upgrade	572	UT-2024-09	\$199,958.50	N/A	\$199,958.50
WRF 1A Primary and Blower Room MCC Replacement	572	UT-2023-08	\$1,099,958.50	N/A	\$1,099,958.50

*\*Total project balance after requested appropriation.*

**ENVIRONMENTAL ANALYSIS:**

This action is categorically exempt pursuant to Section 15302 (c) of the Guidelines for the California Environmental Quality Action (CEQA), which states that “operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use beyond that existing at the time of the CEQA determination” and is therefore exempt from CEQA. This action involves repairs to existing infrastructure to maintain public health and safety. Therefore, is exempt from the requirements of CEQA, and no environmental analysis is required.

**PREPARED BY:** AFTAB HUSSAIN, ASSISTANT UTILITIES DIRECTOR

**REVIEWED BY:** TOM MOODY, DIRECTOR OF UTILITIES

**ATTACHMENT:**

1. Exhibit 1 – PSA with Albert A. Webb Associates, Inc.