

DATE SUBMITTED 9/10/25
 SUBMITTED BY PUBLIC SERVICES
 DATE ACTION REQUIRED 9/17/25

COUNCIL ACTION ()
 PUBLIC HEARING REQUIRED ()
 RESOLUTION ()
 ORDINANCE 1ST READING ()
 ORDINANCE 2ND READING ()
 CITY CLERK'S INITIALS ()

**IMPERIAL CITY COUNCIL
 AGENDA ITEM**

SUBJECT: DISCUSSION/ACTION: Accept Task Order Proposal for On-Call Civil Engineering Services from Nicklaus Engineering Inc. to prepare the Paseo Sewer Pump Station Grading Plan and Contract Documents.	
DEPARTMENT INVOLVED: PUBLIC SERVICES	
BACKGROUND/SUMMARY: See attached document	
FISCAL IMPACT: \$19,604.35 Account: 55-520-5210	FINANCE INITIALS <u>UMS</u>
STAFF RECOMMENDATION: It is the department's recommendation to approve.	DEPT. INITIALS <u>Jmg</u>
MANAGER'S RECOMMENDATION: <p align="center"><i>approve</i></p>	CITY MANAGER'S INITIALS <u>JHM</u>
MOTION:	
SECONDED: AYES: NAYES: ABSENT:	APPROVED () REJECTED () DISAPPROVED () DEFERRED () REFERRED TO:



September 17, 2025

Dear Honorable Councilmembers:

Requested Action:

1. Accept Task Order Proposal for On-Call Civil Engineering Services from Nicklaus Engineering Inc. to prepare the Paseo Sewer Pump Station Grading Plan and Contract Documents.

Background:

On September 18, 2024, the City Council awarded contracts to five engineering firms for On-Call Civil Engineering Services. On August 12, 2025, the Public Services Department issued a task order request to these firms under the On-Call Engineering Services contract.

The Paseo sewer pump station is located near the intersection of W Rosarito Drive and P Street (Clark Road) in the City of Imperial. It is near an Imperial Irrigation District (IID) canal and electrical power lines. When it rains, the area is inaccessible due to the mud. The existing grading directs water towards the sewer pump station. The project will be coordinated with the IID, both the water and power divisions. There is no existing fencing around the sewer pump station. There is an existing concrete driveway entrance that will remain. There is a short access road (approximately 77 feet long and 15 feet wide), consisting of native material. This section of roadway will be replaced with six inches (min) of graded and compacted class 2 base. The project consists of preparing a precise grading plan that includes a fence or block wall and a locking sliding gate.

SCOPE OF WORK – Civil Engineering Design Services

- Perform a topographic survey of the project area. Locate the rights-of-way and existing utilities, both above and below ground.
- Prepare plans, specifications, and an engineer's estimate (PS&E) for the grading plan, which shall include:
 - A class 2 base access road.
 - A block wall or fence surrounding the pump station.
 - A sliding locking gate.
 - Erosion Control Notes/BMPs
- Provide utility coordination and ensure utility impacts are addressed in the design.
- The engineer shall attend two (2) progress meetings with City staff during the design phase.
- The final deliverables shall include a complete PS&E package ready for public bidding.

The city received two cost proposals:

(1) Nicklaus Engineering, Inc.	\$19,604.35
(2) Webb Associates	\$39,910.00

Public Services staff recommends awarding the project to Nicklaus Engineering, Inc. for **\$19,604.35** under the On-Call Civil Engineering Services contract.

Fiscal Impact:

The fiscal impact is \$19,604.35, which will be expended from Fund 55-520-5210 – Wastewater Operations

Attachments:

Cost Proposal from Nicklaus Engineers, Inc.



September 1, 2025

City of Imperial
Public Services Department
420 South Imperial Avenue
Imperial, CA 92251

Attention: Ms. Jenelle Guerrero, MPA
Reference: Engineering Consulting Services for Paseo Sewer Pump Station Grading Plan

Dear Ms. Guerrero,

Nicklaus Engineering, Inc. (Nicklaus) appreciates the opportunity to submit our formal proposal for the above-referenced project. It is our understanding that the City of Imperial plans to contract engineering services through their existing On-Call, As Needed, Agreement to correct grading issues surrounding the Paseo Sewer Pump Station located near the intersection of W. Rosarito Drive and P Street.

Our services will include the following:

TASK 1.0 PROJECT MANAGEMENT

Our services for Task 1.0 will include the following:

- Attend pre-design kickoff meeting with City staff.
- Attend two (2) progress meetings with City staff.
- Coordination with appropriate agencies and utilities, including the Imperial Irrigation District.
- General Project Management.

TASK 2.0 TOPOGRAPHIC SURVEY

Our services for Task 2.0 will include the following:

- Review of existing documentation and data provided by the City of Imperial.
- Research and boundary and right-of-way calculations.
- Conduct a GPS survey and prepare a topographic background.
- It is understood that the City of Imperial will require the location of existing utilities, both above and below ground. Before the topographic survey, Nicklaus will conduct a half-day of potholing within the footprint of the proposed improvements. Identified underground utilities will be marked for collection during the topographic survey.

Survey Notes and Exclusions:

- The proposal includes only those services listed above.
- The proposal does not include setting any survey monuments, filing a Record of Survey, or filing any Corner Records.
- Traffic control plans are not included.
- Encroachment permit fees are not included.
- Should potholing require more than a half-day of work, a modification request will be provided to the City of Imperial.
- Utility location services not specifically specified in this proposal are not included.

TASK 3.0: IMPROVEMENT PLANS

Our services for Task 3.0 will include 60% and 100% submittals. Services for the Design Package will include:

- Development of an engineering program. Identify design issues relating to functional needs, directives, and constraints. Identify critical issues affecting the project, significant site considerations, and review As-Built plans.
- Preparation of a site plan, a precise grading plan, an erosion control plan, and civil details.

Civil Design assumptions and exclusions include:

- Should off-site improvements be required beyond those specifically identified in this proposal, we can provide those services under contract modification.
- Nicklaus will not evaluate existing utilities nor design any new utilities.
- The fee does not include traffic control plans.
- It is assumed that there is no landscaping.
- The proposal assumes the City of Imperial will pay all permit and review fees.
- The project will not be designed or constructed in multiple phases.
- Biological or cultural services are not included.

TASK 4.0: SPECIFICATIONS

Our services for Task 4.0 will include 60% and 100% submittals. Services for the specifications will include:

- At 60% the Draft Technical Specifications and Supplementary Conditions
- At 100% the Final Technical Specifications and Supplementary Conditions

TASK 5.0: CONSTRUCTION COST ESTIMATE

- Our services for Task 5.0 will include cost estimates at the 60% and 100% design submittals, including a reproducible bid schedule necessary to bid and construct the improvements.

TASK 6.0: BID SUPPORT AND SERVICES DURING CONSTRUCTION

Bid support and construction support services are not included in this proposal.

If you have any questions about this proposal, please call me at (928) 246-1616 (cell).

Best regards,
Nicklaus Engineering, Inc.



Antonio Alvarez, P.E.
Vice President

A/E FEE ITEMIZATION SHEET

DATE OF SCOPE/MOD: 8/13/2025
 DATE OF PROPOSAL: 9/2/2025



PROJECT:	Paseo Sewer Pump Station Grading Plan	Task 1		Task 2		Task 3		Task 4		Task 5		Totals	
LOCATION:	Imperial, CA	Project Management		Topographic Survey		Improvement Plans		Specifications		Construction Cost Estimate			
PART I - Direct Services													
LABOR CATEGORY	RATE	HOURS	COST	HOURS	COST	HOURS	COST	HOURS	COST	HOURS	COST	HOURS	COST
Project Manager	\$170.00	10	\$1,700	0	\$0	0	\$0	0	\$0	0	\$0	10	\$1,700
Senior Engineer	\$170.00	0	\$0	4	\$680	4	\$680	1	\$170	0	\$0	9	\$1,530
Project Engineer	\$128.00	0	\$0	0	\$0	12	\$1,536	12	\$1,536	0	\$0	24	\$3,072
Senior Engineering Designer	\$116.00	0	\$0	2	\$232	0	\$0	0	\$0	0	\$0	2	\$232
Engineering Designer	\$104.00	4	\$416	28	\$2,912	44	\$4,576	0	\$0	4	\$416	80	\$8,320
Engineering Technician - IV	\$145.00	0	\$0	12	\$1,740	0	\$0	0	\$0	0	\$0	12	\$1,740
Engineering Technician - III	\$117.00	0	\$0	12	\$1,404	0	\$0	0	\$0	0	\$0	12	\$1,404
Cost Estimator	\$128.00	0	\$0	0	\$0	0	\$0	0	\$0	4	\$512	4	\$512
Sub Total Direct Labor		14	\$2,116	58	\$6,968	60	\$6,792	13	\$1,706	8	\$928	153	\$18,510
Profit 0.00%			\$0		\$0		\$0		\$0		\$0		\$0
Total Direct Labor & Profit			\$2,116		\$6,968		\$6,792		\$1,706		\$928		\$18,510
Other Direct Costs													
Sub Contractors													
Sub Total ODCs and Sub Contractors			\$0		\$900		\$0		\$0		\$0		\$900
G&A 10.54%			\$0		\$95		\$0		\$0		\$0		\$95
Profit 10.00%			\$0		\$99		\$0		\$0		\$0		\$99
Total ODCs and Sub Contractors			\$0		\$1,094		\$0		\$0		\$0		\$1,094
Travel			\$0		\$0		\$0		\$0		\$0		\$0
Grand Total			\$2,116		\$8,062		\$6,792		\$1,706		\$928		\$19,604.35