



## CITY OF COMMERCE AGENDA REPORT

**TO:** Honorable City Council

**FROM:** City Manager

**SUBJECT:** Approval of Professional Services Agreement with E.B. Construction, Inc. for the Preparation of Plans, Specifications, and Engineer's Estimate Camp Commerce Deck Replacement Project

**MEETING DATE:** April 14, 2026

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### **RECOMMENDATION:**

The City Council will consider adopting a Resolution awarding a professional services agreement to E.B Construction to provide professional services for Camp Commerce Deck Replacement Project.

### **BACKGROUND:**

The City of Commerce owns and operates Camp Commerce, located at 465 S. Highway 173 in Lake Arrowhead, California. The facility includes outdoor wooden deck structures that have deteriorated over time and no longer meet current safety, durability, fire-resistance, and ADA compliance standards. To address these concerns, the professional services of a design consultant are required.

On December 15, 2025, the City issued a Request for Proposals (RFP) seeking qualified consulting firms to prepare PS&E for replacement of deck. The scope of work includes site assessment, preparation of construction documents, coordination with San Bernardino County and other applicable regulatory agencies, environmental documentation, preparation of a bid-ready PS&E package, and support construction.

### **ANALYSIS:**

The procurement process was conducted in compliance with California Government Code Sections 4525–4529, which govern the selection of professional services based primarily on demonstrated competence and qualifications. The selection process also followed the City's Purchasing Policy, which requires proposals to be evaluated by a selection committee using criteria that include qualifications, experience, cost, and other relevant factors.

On January 14, 2026, the City received two (2) proposals in response to the RFP, submitted by E.B. Construction, Inc. and Structural Prime Builder. The proposals were independently evaluated and ranked by the selection committee. Following the initial evaluation, Structural Prime Builder was determined to be nonresponsive due to the absence of a design proposal.

Following the evaluation of the proposal and subsequent interview with E.B. Construction, Inc., staff recommends awarding a Professional Services Agreement to E.B. Construction, Inc. based on its demonstrated qualifications, strong understanding of the project, comprehensive technical approach, experienced team, and overall interview performance.

**ALTERNATIVES:**

1. Approve staff recommendation
2. Disapprove of staff recommendation
3. Provide further directions for staff

**FISCAL IMPACT:**

The total estimated cost for the project’s design phase is summarized in a table below:

|                                       |                     |
|---------------------------------------|---------------------|
| Professional Services Contract Amount | \$350,000.00        |
| Contingencies (15%)                   | \$52,500.00         |
| Project Management (10%)              | \$40,250.00         |
| <b>Total</b>                          | <b>\$442,750.00</b> |

Funds in the amount of \$480,000 are included in the FY 25/26 budget Account No 41-4180-57010.14749 to cover the design phase cost of the project

**RELATIONSHIP TO STRATEGIC GOALS:**

This agenda item relates to the 2016 Strategic Plan, Community Quality of Life

**Guiding Principle 4:**

Support and evaluate community services, programs and events that promote healthy and quality lifestyles for our residents. Enhance public safety and social services through innovative programs that meet the needs of the residential and business communities.

Recommended by: Shahid Abbas, Director of Public Works  
Fiscal Impact reviewed: Alvaro Castellon, Director of Finance  
Approved as to form by: Noel Tapia, City Attorney  
Respectfully submitted by: Ernie Hernandez, City Manager

**Attachment:**

1. Resolution
2. Agreement