



## CITY COUNCIL STAFF REPORT

**MEETING DATE:** November 25, 2024

**ITEM TITLE:** Adopt a Resolution Authorizing the City Manager to Execute an Agreement for Engineering Design Services with Schaaf & Wheeler for the Annual Storm Drain Improvement Project in the Amount of \$128,850 and Authorizing a 20% Contingency Budget in the Amount of \$25,770 for a Total Not-To-Exceed Contract Amount of \$154,620.

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### RECOMMENDATION:

Staff recommends that the City Council adopt a Resolution authorizing the City Manager to execute an agreement for engineering design services with Schaaf & Wheeler for the Annual Storm Drain Improvement Project ("Project") in the amount of \$128,850; and authorizing a 20% contingency budget in the amount of \$25,770 for a total not-to-exceed contract amount of \$154,620.

### FISCAL IMPLICATIONS:

There are no fiscal impacts and no additional funding is needed at this time. Funding for the Project comes from C9531, which has an available budget of approximately \$899,574 in fiscal year ("FY") 2024-25. There is sufficient budget to award and complete the Project with contingency.

### BACKGROUND:

Staff annually assesses the storm drain system to identify deficiencies in order to prevent and resolve drainage or maintenance issues. These deficiencies include undersized and/or deteriorated storm drain mains and structures; reverse grades or not enough grade along the street to guide storm runoff to an existing storm system; minor flooding issues; and blockages in existing storm pipelines and inlets due to root infiltration or debris.

Staff evaluated deficient sites and determined potential repairs. Sites were prioritized according to several factors including severity, impact to local residents and businesses, and cost-to-benefit ratio.

### ANALYSIS:

Staff issued a written request for proposals (RFP) for the Project in July 2024 and received the three proposals listed below.

<b><u>Consultant</u></b>	<b><u>Proposal Amount</u></b>
Schaaf & Wheeler	\$128,850
Bellecci and Associates	\$175,980
Mott MacDonald	\$299,719

After evaluation, staff recommends executing an agreement for engineering design services with Schaaf & Wheeler in the amount of \$128,850 and authorizing a contingency budget in the amount of \$25,770.

ALTERNATIVES:

The alternatives available to the City Council include:

1. Adopt a Resolution authorizing the City Manager to execute an agreement for engineering design services with Schaaf & Wheeler for the Annual Storm Drain Improvement Project in the amount of \$128,850; and authorizing a 20% contingency budget in the amount of \$25,770 for a total not-to-exceed contract amount of \$154,620; or
2. Do not adopt the Resolution; or
3. Provide staff with alternative direction.

Respectfully submitted by:

Steven Machida, Public Works Director

Approved for submission by:

A handwritten signature in black ink, appearing to read 'J. Maltbie', is written above a horizontal line.

Jeff Maltbie, City Manager

ATTACHMENT(S):

1. Resolution
2. Schaaf & Wheeler Proposal