

City of Calistoga

Staff Report

TO: Honorable Mayor and City Council Members
FROM: Derek Rayner, Deputy Public Works Director
DATE: February 2, 2016
SUBJECT: Consideration of a Resolution Awarding a Design Contract to Kennedy/Jenks Consultants for Phase I Design of the Feige Water Tank, Approving a Budget Adjustment in the Amount of \$107,208 and Designating the City Manager or Public Works Director as Agent's for the City and Authorizing Them to Execute and File the Necessary Contract Documents with FEMA and Cal OES.

APPROVAL FOR FORWARDING:



Michael T. Kirn, Interim City Manager

1 **ISSUE:** Consideration of a Resolution awarding a design contract to
 2 Kennedy/Jenks Consultants for Phase I design of the Feige Water Tank,
 3 authorizing a budget adjustment in the amount of \$107,208, designating the City
 4 Manager or Public Works Director as the City's agent and authorizing the
 5 Designated Agent to file the necessary contract documents with FEMA and Cal
 6 OES.

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 8 **RECOMMENDATION:** Adopt the Resolution.
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10 **BACKGROUND/DISCUSSION:** The Feige Water Tank was constructed in 1966
 11 and does not meet current standards for seismic stability and is showing signs of
 12 rusting. In early 2013 the City commissioned a study prepared by
 13 Kennedy/Jenks that documented that the tank does not meet seismic standards
 14 and that replacement is more cost effective than rehabilitation.

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 16 In March 2015, staff submitted an application for a Hazard Mitigation Grant
 17 (HMG) for replacement of the Feige Water Tank with an estimated cost of \$1.76
 18 million. Staff has received notification that our project has been selected for
 19 funding. The grant funds will cover 75% of the total costs incurred, up to the
 20 approved amount with a 25% local match.

21 The estimated cost for Phase I activities is \$107,208. This total amount includes
22 \$24,870 as reimbursable for a portion of the costs incurred in preparing the
23 application, and \$55,536 for 35% plans and environmental review. The City's
24 local match for this Phase is \$26,802.

25
26 In March 2015, the City contracted with Kennedy/Jenks Consultants for grant
27 application assistance. This work included an Engineering Report that discussed
28 construction alternatives, cost/benefit analysis, maintenance and environmental
29 issues.

30
31 Due to the level of understanding that Kennedy/Jenks Consultants has with the
32 Feige Water Tank project, staff requested a proposal for design services and
33 after review has determined that the proposal meets our requirements. Staff
34 recommends that a contract for design through 35% construction documents in
35 the amount of \$57,139 be awarded to Kennedy Jenks Engineers and the City
36 Manager or Public Works Director be authorized to execute the Agreement.

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38 The grant requires certain forms, agreements, assurances and designation of
39 applicant's agent. The recommended Resolution designates the City Manager or
40 the Public Works Director as agents for Calistoga and grants approval to execute
41 all necessary agreements with Cal OES and FEMA and to otherwise administer
42 the project.

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44 **CONSISTENCY WITH CITY COUNCIL GOALS AND OBJECTIVES:** This
45 project is consistent with Goal No. 3, Establish, improve and maintain City
46 infrastructure; and Objective No. 1, maintain the high level of service and
47 reliability of the City's infrastructure systems and facilities.

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49 **ENVIRONMENTAL REVIEW:** The project is exempt from the California
50 Environmental Quality Act (CEQA) under Section 15301 (Class 1 - Existing
51 Facilities) of the CEQA Guidelines. A Notice of Exemption for the Project
52 pursuant to Section 15062 of the CEQA Guidelines will be filed in accordance
53 with the requirements of CEQA. Because federal funds are being used NEPA
54 review will also need to occur. We believe that the project will be eligible for a
55 Categorical Exclusion with technical studies.

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57 **FISCAL IMPACT:** The recommended Resolution approves a budget adjustment
58 in the amount of \$107,208 to the existing CIP, Install Feige Tank (Fund # 12-
59 5529) Phase I activities and appropriates \$80,406 in Federal grant funds and
60 \$26,802 derived from unappropriated Water Impact Fee fund balances.

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62 **ATTACHMENTS:**

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64 1. Resolution
65 2. Kennedy Jenks Consultants – Professional Services Agreement

RESOLUTION NO. 2016-XXX

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3 **RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALISTOGA,**
4 **COUNTY OF NAPA, STATE OF CALIFORNIA, AWARDING A**
5 **PROFESSIONAL SERVICES AGREEMENT IN THE AMOUNT OF \$57,139**
6 **TO KENNEDY/JENKS CONSULTANTS FOR PHASE 1 DESIGN OF THE**
7 **FEIGE WATER TANK, APPROVING A BUDGET ADJUSTMENT IN THE**
8 **AMOUNT OF \$107,208 AND DESIGNATING THE CITY MANAGER OR**
9 **PUBLIC WORKS DIRECTOR AS AGENT'S FOR THE CITY AND**
10 **AUTHORIZING THEM TO EXECUTE AND FILE THE NECESSARY**
11 **CONTRACT DOCUMENTS WITH FEMA AND CAL OES.**
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13 **WHEREAS**, the Feige Water Tank was constructed in 1966 and does not meet
14 current standards for seismic stability and is showing signs of rusting; and
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16 **WHEREAS**, in early 2013 the City commissioned a study prepared by
17 Kennedy/Jenks Consultants that documented that the tank does not meet seismic
18 standards and that replacement is more cost effective than rehabilitation; and
19

20 **WHEREAS**, in March 2015, staff submitted an application for a Hazard Mitigation
21 Grant (HMG) for replacement of the Feige Water Tank with an estimated cost of \$1.76
22 million; and
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24 **WHEREAS**, staff has received notification that our project has been selected for
25 funding and that grant funds will cover 75% of the total costs incurred, up to the
26 approved amount with a 25% local match; and
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28 **WHEREAS**, Kennedy/Jenks Consultants has a strong understanding of the
29 Feige Water Tank project and staff requested a design services proposal from them,
30 reviewed the proposal and finds that it meets the need of the City; and
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32 **WHEREAS**, staff recommends that a contract for design through 35%
33 construction documents in the amount of \$57,139 be awarded to Kennedy/Jenks
34 Consultants and the City Manager or Public Works Director be authorized to execute the
35 agreement; and
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37 **WHEREAS**, the Project is exempt from the provisions of the California
38 Environmental Quality Act pursuant to Title 14, the California Code of Regulations,
39 Section 15302(c); and
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41 **WHEREAS**, FEMA and Cal OES requires certain forms, agreements, assurances
42 and designation of applicant's agent; and
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44 **WHEREAS**, the HMP grant will provide Federal funding in the amount of \$80,406
45 for Phase I design activities; and
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