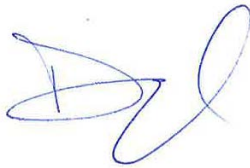


City of Calistoga

Staff Report

TO: Honorable Mayor and City Council Members
FROM: Brad Cannon, Building Official
VIA: Lynn Goldberg, Planning and Building Director
DATE: June 20, 2017
SUBJECT: Consideration of a Resolution Authorizing a Professional Services Agreement (PSA) with CQA, Inc. in an amount of not to exceed \$150,000 for Building & Fire Inspection Services related to the Silver Rose Resort Project and Authorizing the City Manager to Execute the Contract

APPROVAL FOR FORWARDING:



Dylan Feik, City Manager

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- ISSUE:** Consideration of a Resolution that:
1. Authorizes a Professional Services Agreement with CQA, Inc. for building and fire inspection services related to the Silver Rose Resort project in the amount of not to exceed \$150,000, subject to CQA, Inc. providing required insurance documents.
 2. Authorizes the City Manager to execute the Professional Services Agreement on behalf of the City of Calistoga.

RECOMMENDATION: Adopt the Resolution.

BACKGROUND / DISCUSSION: The Silver Rose Resort Project consists of 85 resort accommodation rooms, restaurant, spa, winery and 21 single family residences. Foundation permits have been issued and building permits will be soon.

15 The Building Department does not have sufficient staff to cover inspection efforts for
16 onsite building inspections during the anticipated construction period of June 2017 to
17 October 2019. Therefore, supplemental inspection services are required. Staff
18 requested a statement of qualifications and hourly rates from CQA, Inc.

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20 CQA, Inc. is owned and operated by Matt Stockton, P.E. Matt has worked for the City in
21 prior years through outside third party consultants i.e., Coastland Civil Engineering. He
22 has many years of experience and is certified in multiple disciplines. The fact that Matt
23 resides in Santa Rosa will allow for a flexible inspection schedule.

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25 Staff has met with Matt Stockton and discussed scope and services and recommends
26 that a Professional Services Agreement be authorized.

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28 **COUNCIL GOALS:** The project conforms to Council Goal 1: Maintain and enhance the
29 economic vitality of the community and the financial stability of the City; Objective 1:
30 Encourage, manage and advance key private development and renovation projects to
31 stabilize economic vitality and avoid stagnation; and Council Goal 3: Establish, improve
32 and maintain City infrastructure.

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34 **FISCAL IMPACT:** The costs associated with the recommended agreement will be
35 reimbursed by Silver Rose through permit fees and a Developer Deposit Account at no
36 cost to the City. The proposed compensation amount is consistent with fees charged by
37 other professionals with similar qualifications.

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39 **ALTERNATIVES:** Staff does not believe it is feasible or desirable to hire additional Staff
40 to provide these inspection services because the inspection services because the
41 project's inspection schedule will vary from week to week and the exact length of
42 construction is unknown.

43
44 **ATTACHMENTS:**

- 45 1. Resolution
46 2. Professional Services Agreement with Exhibits A & B

RESOLUTION NO. 2017- XXX

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALISTOGA, COUNTY OF NAPA, STATE OF CALIFORNIA, AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT WITH CQA, INC. FOR BUILDING AND FIRE INSPECTION SERVICES RELATED TO THE SILVER ROSE RESORT PROJECT IN AN AMOUNT NOT TO EXCEED \$150,000 AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE CONTRACT

WHEREAS, the Silver Rose Resort project consists of 85 resort accommodations, restaurant, spa, winery and 21 single family residences; and

WHEREAS, foundation permits have been issued and building permits are expected to be issued imminently; and

WHEREAS, existing City staff is insufficient to provide the extensive number of inspections that will be required per California Building Standards for the project; and

WHEREAS, staff requested a proposal from CQA, Inc. to supplement the Building and Fire Department's inspection efforts for the project's on-site construction improvements during the construction period of June 2017 to October 2019; and

WHEREAS, a scope of services, resume and hourly rates were received from CQA, Inc. that demonstrate CQA, Inc. is qualified to provide the required inspection services at a cost that is typical for such services; and

WHEREAS, City staff has reviewed the proposal and recommends that a Professional Services Agreement be authorized with CQA, Inc.; and

WHEREAS, the Agreement costs will be reimbursed by the Silver Rose Resort project through building permit fees and a Developer Deposit Account.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Calistoga as follows:

- 1. A Professional Services Agreement is authorized with CQA, Inc. to provide building and fire inspection services related to the Silver Rose Resort project in an amount not to exceed \$150,000.
2. The costs of the agreement will be funded by the Silver Rose Resort project through a Developer Deposit Account.
3. The City Manager is hereby authorized to execute the Agreement on behalf of the City of Calistoga, subject to approval as to form by the City Attorney.

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PASSED, APPROVED, AND ADOPTED by the City Council of the City of Calistoga at a regular meeting held this **20th day of June 2017**, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

CHRIS CANNING, Mayor

ATTEST:

KATHY FLAMSON, City Clerk