

City of Calistoga

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Staff Report

TO: Honorable Mayor and City Council Members
FROM: Michael Kirn, Public Works Director/City Engineer
DATE: September 5, 2017
SUBJECT: Consideration of a Resolution Authorizing a Consultant Services Agreement with Pavement Engineering, Inc. in the Amount Not to Exceed \$44,410 for Construction Administration & Inspection Services related to the 2017 Microsurfacing Project.

APPROVAL FOR FORWARDING:



Steve Campbell, Acting City Manager

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2 **ISSUE:** Consideration of a Resolution that:

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4 1. Authorizes a Consultant Services Agreement with Pavement Engineering, Inc.
5 (PEI) for Construction Administration, Engineering Support, Inspection and Quality
6 Assurance related to the 2017 Microsurfacing Project subject to receipt of required
7 insurance documents.
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9 2. Authorizes the City Manager to execute the Consultant Services Agreement on
10 behalf of the City of Calistoga.

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12 **RECOMMENDATION:** Adopt the Resolution.

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14 **BACKGROUND / DISCUSSION:** The Fiscal Year 2017/18 Capital Improvement Project
15 budget includes \$2.67m for Pavement Maintenance for various street restoration projects
16 including reconstruction, overlay, slurry seal, micro-surfacing and other efforts that may
17 be identified.

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19 Bids have been received for a Microsurfacing Project to be started soon. In order to
20 ensure timeliness and successful completion of this project, the City has sought a
21 proposal from PEI to provide construction administration, engineering support, inspection
22 and quality assurance services related to the 2017 Microsurfacing Project.
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24 The City approved a contract with John Draper, P.E. in June 2017 which included
25 obtaining proposals from engineering firms that could provide the necessary project
26 related tasks related to upcoming street projects. PEI is one of the consultants that John
27 Draper has indicated that is qualified for this work.

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29 The contract costs will be charged directly to the 2017 Microsurfacing Project.

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31 **COUNCIL GOALS:** The project conforms to Council Goal No. 3: Establish, improve and
32 maintain City infrastructure.

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34 **CEQA REVIEW:** The recommended action is general policy and procedure and is not a
35 Project under CEQA pursuant to Section 15378(b) (4) of CEQA.

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37 **FISCAL IMPACT:** This project is budget in the FY 17-18 Street Capital Budget Account
38 #01-5402-4905-4915 (Pavement Maintenance).

39
40 **ATTACHMENTS:**

- 41
42 1. Resolution
43 2. Consultant Services Agreement

RESOLUTION NO. 2017- XXX

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALISTOGA, COUNTY OF NAPA, STATE OF CALIFORNIA, AUTHORIZING A CONSULTANT SERVICES AGREEMENT WITH PAVEMENT ENGINEERING, INC. FOR CONTRACT ADMINISTRATION, ENGINEERING SUPPORT, INSPECTION AND QUALITY ASSURANCE RELATED TO THE 2017 MICROSURFACING PROJECT IN AN AMOUNT NOT TO EXCEED \$44,410 AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE AGREEMENT

WHEREAS, The Fiscal Year 2017/18 Capital Improvement Project budget includes \$2.67m for Pavement Maintenance for various street restoration projects including reconstruction, overlay, slurry seal, micro-surfacing and other efforts that may be identified; and

WHEREAS, the City has sought a proposal from Pavement Engineering, Inc. to provide contract administration, engineering support, inspection and quality assurance services related to the 2017 Microsurfacing Project; and

NOW THEREFORE BE IT RESOLVED that the City Manager is hereby authorized to enter into a consulting services agreement with Pavement Engineering, Inc. in an amount not to exceed \$44,410 for contract administration, engineering support, inspection and quality assurance related to the 2017 Microsurfacing Project.

BE IT FURTHER RESOLVED that appropriations in Account # 01-5402-4905-4915 (Pavement Maintenance) are hereby authorized to be used to fund this agreement.

PASSED AND ADOPTED as a resolution of the City of Calistoga at the regular meeting held on this 5th day of September 2017, by the following vote:

- AYES:
NOES:
ABSENT:
ABSTAIN:

CHRIS CANNING, Mayor

ATTEST:

Kathy Flamson, City Clerk