

City of Calistoga Staff Report

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TO: Honorable Mayor and City Council Members
FROM: Derek Rayner, Deputy Public Works Director
VIA: Michael Kirn, Public Works Director/City Engineer
DATE: May 15, 2018
SUBJECT: Consideration of a Resolution Authorizing a Consultant Services Agreement with MBK Engineers for an Amount Not To Exceed \$79,500 for Professional Services Related to Preparation of New Inundation Maps and Updated Emergency Action Plan for Kimball Reservoir Dam, Approving a Budget Adjustment and Authorizing The City Manager to Execute the Agreement.

APPROVAL FOR FORWARDING:



Dylan Feik, 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 MBK Engineers to provide
5 professional services to prepare new inundation maps and emergency action plan
6 for the Kimball Reservoir Dam for an amount not to exceed \$79,500.
7 2. Creates a new FY 2017/18 CIP Project – Kimball Dam Inundation Map Study,
8 Account No. 12-5567-4915.
9 3. Approves a Budget Adjustment in the amount of \$25,000 derived from Water
10 Connection Fees to fund anticipated expenses incurred in FY 2017/18.
11 4. Authorizes the City Manager to execute the Agreement on behalf of the City of
12 Calistoga, subject to receipt of required insurance documents from MBK
13 Engineers.
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15 **RECOMMENDATION:** Adopt the Resolution.

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17 **BACKGROUND / DISCUSSION:** The City owns Kimball Reservoir Dam which is subject
18 to regulatory oversight by the California Department of Water Resources, Division of
19 Safety of Dams (DSOD) and Cal OES. In response to the near catastrophic failure of the
20 Orville Dam in February 2017 Senate Bill 92 was adopted amending Sections 6160 and
21 6161 of the Water Code requiring dam owners to update their inundation maps and
22 emergency action plans by specific dates. DSOD has classified the Kimball Reservoir
23 Dam as a “high” hazard facility and set January 1, 2019 as the deadline for the City to

24 obtain approval from DSOD and Cal OES of its revised inundation maps and emergency
25 action plan.

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27 To meet this statutory requirement staff recommends hiring a consultant with expertise in
28 inundation map and emergency action plan preparation. The City has previously
29 contracted with MBK Engineers on Kimball Reservoir issues including preparation of the
30 Interim By-Pass Plan and other regulatory issues associated with operation of Kimball
31 Reservoir. MBK has prepared significant technical studies related to Kimball Reservoir
32 hydrology; flow modeling, topographic and bathometric mapping, and reservoir capacity
33 calculations. Their working knowledge allows them avoid having to “reinvent the wheel”
34 on this baseline data and allows them to focus on the task required and staff believes
35 MBK Engineers is best suited to provide the required technical and consulting services as
36 required by DSOD and Cal OES.

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38 Staff has reviewed the proposal from MBK Engineers and recommends that a Consultant
39 Services Agreement for an amount not to exceed \$79,500 be authorized.

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41 **COUNCIL GOALS:** The recommended action conforms to Council Goal 3: Establish,
42 Improve and Maintain City Infrastructure; Objective 1: Maintain the high level of service
43 and reliability of the City’s infrastructure systems and facilities.

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45 **CEQA REVIEW:** The recommended action is not a Project under CEQA pursuant to
46 Section 15378(b) (2) of CEQA which provides that a “...Project does not include:
47 Continuing administrative or maintenance activities such as ...general policy and
48 procedure making” and it can clearly be demonstrated that the recommended action will
49 not result in a direct physical change in the environment.

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51 **FISCAL IMPACT:** The recommended Resolution creates a new FY 2017/18 CIP Project
52 – Kimball Dam Inundation Map Study, Account No. 12-5567-4915 and approves a budget
53 adjustment in the amount of \$25,000 derived from Water Connection Fees to cover the
54 anticipated expenses that will be incurred in FY 2017/18 for the professional services
55 requested.

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57 **ATTACHMENTS:**
58 1. Resolution
59 2. Consultant Services Agreement with MBK Engineers Scope of Work

RESOLUTION NO. 2018-XXX

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALISTOGA,
COUNTY OF NAPA, STATE OF CALIFORNIA, AUTHORIZING A
CONSULTANT SERVICES AGREEMENT WITH MBK ENGINEERS FOR AN
AMOUNT NOT TO EXCEED \$79,500 FOR PROFESSIONAL SERVICES
RELATED TO PREPARATION OF NEW INUNDATION MAPS AND UPDATED
EMERGENCY ACTION PLAN FOR KIMBALL RESERVOIR DAM, APPROVING
A BUDGET ADJUSTMENT IN THE AMOUNT OF \$25,000 AND AUTHORIZING
THE CITY MANAGER TO EXECUTE THE AGREEMENT

WHEREAS, the City owns Kimball Reservoir Dam which is subject to regulatory oversight by the California Department of Water Resources, Division of Safety of Dams (DSOD) and Cal OES; and

WHEREAS, in response to the near catastrophic failure of the Orville Dam in February, 2017 Senate Bill 92 was adopted amending Sections 6160 and 6161 of the Water Code requiring dam owners to update their inundation maps and emergency action plans by specific dates; and

WHEREAS, DSOD has classified Kimball Reservoir Dam as a “high” hazard facility setting a deadline of January 1, 2019 for the City to revise its inundation maps and emergency action plans; and

WHEREAS, to meet this statutory requirement staff recommends hiring a consultant with expertise in inundation map and emergency action plan preparation; and

WHEREAS, the City has previously contracted with MBK Engineers on Kimball Reservoir issues including preparation of the Interim By-Pass Plan and other regulatory issues associated with operation of Kimball Reservoir, and they have extensive knowledge of the Kimball Reservoir hydrology and staff believes MBK Engineers is best suited to provide the required technical and consulting services; and

WHEREAS, Staff has reviewed the proposal from MBK Engineers and recommends that a Consultant Services Agreement for an amount not to exceed \$79,500 be authorized; and

WHEREAS, the recommended action is not a Project under CEQA pursuant to Section 15378(b) (2) of CEQA which provides that a “...Project does not include: Continuing administrative or maintenance activities such as ...general policy and procedure making” and it can clearly be demonstrated that the recommended action will not result in a direct physical change in the environment; and

WHEREAS, a budget adjustment in the amount of \$25,000 is required to cover the anticipated expenses that will be incurred in FY 2017/18 for the professional services requested.

