

CITY OF NAPA CITY COUNCIL
AGENDA REPORT

CONSENT CALENDAR
AGENDA ITEM 5.L.
Date: July 21, 2015

To: Honorable Mayor and Members of City Council
From: Jacques R. LaRochelle, Public Works Director
Prepared by: Scott Dungan, Associate Civil Engineer
Subject: Amendment to Agreement for On-Call Engineering Services

ISSUE STATEMENT:

Authorize the Public Works Director to execute Amendment No. 2 with Gossett Civil Engineering in the amount of \$75,000 to provide on-call engineering services, and determine that the amendment is not subject to CEQA.

DISCUSSION:

Gossett Civil Engineering has successfully provided on-call engineering services for the City of Napa since January 2009. These services include the review of private development project applications and the checking of improvement plans. The purpose of these services is to insure that developers design and construct their projects in accordance with the Public Works Department's Conditions of Approval and adopted Public Works Standards. The cost of these services is borne by the project applicant.

On January 24, 2014, Public Works entered into a contract with Gossett Civil Engineering in an amount not to exceed \$70,000. On October 21, 2014 Council approved Amendment No. 1 in the amount of \$75,000. Due to the increased work load of new development projects, Amendment No. 1 has reached its financial limit. The on-call services provided by this contract are still needed to provide industry standard customer service.

Public Works staff is using other on-call engineering services in addition to Gossett Civil Engineering and has received approval to add an Engineering Assistant to the Development Engineering Division in FY 2015-16 to keep up with the current influx of development projects. It is therefore recommended that Council approve Amendment No. 2 to this contract in the amount of \$75,000.

FINANCIAL IMPACTS:

Sufficient funds have been budgeted and approved within the Nonrecurring Development Engineering Division FY 15-16 budget for professional services (49013-53201) to implement the recommended actions, and no additional appropriations are necessary at this time. This consultant is essentially "fee for service" whereby the

consultant is paid for time spent reviewing projects that can be billed against. There is no impact to the General Fund. Actual costs and schedules of work will be negotiated and based on a task-order basis.

CEQA:

The Public Works Director has determined that the Recommended Action described in this Agenda Report is not subject to CEQA, pursuant to CEQA Guidelines Section 15060(c).

DOCUMENTS ATTACHED:

Attachment 1: Amendment No. 2 to Agreement No. C2014 017 with Gossett Civil Engineering

NOTIFICATION:

None.

RECOMMENDED ACTION:

Staff recommends that the City Council move, second and approve each of the actions set forth below, in the form of the following motion. Move to:

Approve Amendment No. 2 to Agreement No. C2014 017 with Gossett Civil Engineering for on-call engineering services in the amount of \$75,000 for a total contract amount not to exceed \$220,000, and authorize the Public Works Director to execute the amendment.