

CITY OF SANTA ROSA
BOARD OF PUBLIC UTILITIES

TO: CHAIR AND BOARD MEMBERS
FROM: LUCAS BISHOP, ASSISTANT ENGINEER,
TRANSPORTATION AND PUBLIC WORKS DEPARTMENT
SUBJECT: CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES
PROJECT WORK ORDER APPROVAL AND AUTHORIZING THE
DIRECTOR OF SANTA ROSA TRANSPORTATION AND PUBLIC
WORKS TO APPROVE AND SIGN ALL DOCUMENTS
NECESSARY TO COMPLETE THE ESCROW AGREEMENT
WITH THE CALIFORNIA DEPARTMENT OF FISH & WILDLIFE –
ROBLES TRUNK LINING PHASE 1, CONTRACT NO. C02114

AGENDA ACTION: RESOLUTION

RECOMMENDATION

It is recommended by Santa Rosa Water and the Transportation and Public Works Department that the Board of Public Utilities, by resolution, (1) approve Project Work Order No. A010263-2025-01 under the Master Professional Services Agreement with Coastland Civil Engineering, LLP, of Santa Rosa, California to provide construction management and inspection services for the Robles Trunk Lining Phase 1 Project, in an amount not to exceed \$573,379.00; and (2) authorize the Director of Santa Rosa Transportation and Public Works to approve and sign all documents necessary to complete the escrow agreement with the California Department of Fish and Wildlife (CDFW), in an amount not to exceed \$833,607.00.

EXECUTIVE SUMMARY

This resolution will approve Project Work Order No. A010263-2025-01 under the Master Professional Services Agreement, in the amount of \$573,379.00 to Coastland Civil Engineering, LLP, of Santa Rosa, California to provide construction management and inspection services for the Robles Trunk Lining Phase 1 project, Contract No. C02114. In addition, the resolution will also authorize the Director of Santa Rosa Transportation and Public Works to approve and sign all documents necessary to complete an escrow agreement, in the amount of \$833,607.00 between the City, our escrow agent, and CDFW to hold this money which ensures performance of the mitigation requirements in the City's Incidental Take Permit No. 2081-2022-018-03.

BACKGROUND

CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES PROJECT WORK
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CONTRACT NO. C02114
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This project will rehabilitate approximately 3,000 linear feet of 45-inch reinforced concrete pipe along the Robles sewer trunk utilizing cured-in-place-pipe (CIPP) liner. Several manholes across this stretch of sewer trunk will be rehabilitated utilizing epoxy lining. The project area is located across eight (8) privately owned parcels. Construction on these properties will take place on a combination of temporary construction easements and/or permanent sewer easements. This project is located in California Tiger Salamander (CTS) critical habitat and construction will require compliance with mitigation measures outlined in the project's CDFW Incidental Take Permit No. 2081-2022-018-03.

Part of the compliance with the Incidental Take Permit requires the purchase of 2.58 acres of CTS mitigation credits. A Request for Proposals (RFP) was solicited to several mitigation bank sponsors on December 19, 2025 to provide CTS credits for the Robles Trunk Lining Phase 1 project. The City did not receive any responsive proposals to this RFP. Therefore, the City will provide funding in the form of an escrow agreement with the CDFW which will allow the project to progress while CTS credits are obtained. The City has 18 months to secure the credits and is anticipating the utilization of CTS credits created by the Kelly Farm Mitigation Bank project, which is expected to receive the first allotment of credits this year. Once the credits are received by the City, 90% of the escrow account funds will be returned to the City. The remaining 10% of the escrow account funds will be returned to the City once restoration of the project site is completed.

PRIOR BOARD OF PUBLIC UTILITIES REVIEW

On April 2, 2026, the Board of Public Utilities, by motion, awarded a public works construction contract to SAK Construction, LLC, of Rocklin, California, approved a 10% contract contingency, and authorized a total contract amount of \$4,811,070.00 to Contract No. C02114, Robles Trunk Lining Phase 1.

ANALYSIS

On February 17, 2026, the City solicited a RFP to perform construction management and inspection services from professional consulting firms holding Master Professional Services Agreements (MPSAs) with the City. The City received four proposals by the March 12, 2026 deadline. Coastland Civil Engineering, LLP, of Santa Rosa, California was selected as the most qualified consultant due to their relevant work experience with similar projects, availability and ability to perform the Scope of Services in a timely manner, and their thorough response to our RFP. Santa Rosa City Code 3-08.110(A) authorizes the Board of Public Utilities to execute contracts that exceed \$100,000 in accordance with City Charter Section 25. Resolution 28867 establishes the approval process for MPSAs and streamlines the issuance of Project Work Orders (PWOs) for specific scopes of work. The Resolution further authorizes the Board of Public Utilities to approve and execute PWOs exceeding \$500,000.

CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES PROJECT WORK
ORDER – ROBLES TRUNK LINING PHASE 1
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On December 19, 2025, the City solicited an RFP for CTS credits to several Bank Sponsors. The City did not receive any responsive proposals to provide CTS credits for the Robles Trunk Lining Phase 1 project. As an alternative path forward, under the proposed action, the City will complete an escrow agreement with CDFW to hold the CTS funding in an escrow account while the City obtains CTS credits provided by the Kelly Farm Mitigation Bank project.

FISCAL IMPACT

Funds for this project were previously appropriated in the Capital Improvement Program Budget, and the approval of this item will have no additional budgetary impacts.

ENVIRONMENTAL IMPACT

Pursuant to CEQA Guidelines Section 15378, the proposed action is not a “project” subject to the California Environmental Quality Act (CEQA) because it consists of administrative activities, including approval of a Project Work Order for construction management services and execution of an escrow agreement, and does not have the potential to result in a direct or reasonably foreseeable indirect physical change in the environment.

The underlying pipeline rehabilitation project is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15282(k). Section 15282(k) exempts projects involving the installation of new pipeline or maintenance, repair, restoration, removal, or demolition of an existing pipeline as set forth in Public Resources Code Section 21080.21, provided the project does not exceed one mile in length.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable.

ATTACHMENTS

- Attachment 1 – PWO Amendment
- Attachment 2 – Escrow Agreement (Template)
- Resolution

PRESENTER

Lucas Bishop, Assistant Engineer, Transportation and Public Works Department