

CITY OF SANTA ROSA  
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL  
FROM: JEN SANTOS, DEPUTY DIRECTOR - PARKS  
TRANSPORTATION AND PUBLIC WORKS DEPARTMENT  
SUBJECT: PROFESSIONAL SERVICES AGREEMENT WITH CARLILE  
MACY, INC. TO PROVIDE LANDSCAPE ARCHITECTURAL  
DESIGN SERVICES TO PREPARE CONSTRUCTION  
DOCUMENTS FOR SIX FIRE DAMAGED PARK/LANDSCAPE  
SITES

AGENDA ACTION: RESOLUTION

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RECOMMENDATION

It is recommended by the Transportation and Public Works Department, Parks Division, that Council, by resolution, approve the Professional Services Agreement between the City of Santa Rosa and Carlile Macy, Inc. of Santa Rosa, California in an amount not to exceed \$314,060 to provide landscape architectural design services to prepare construction documents for six park/landscape sites which were damaged by the October 2017 wildfires.

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EXECUTIVE SUMMARY

The purpose of the Agreement with Carlile Macy, Inc. is to provide design services and construction documents to rebuild six fire damaged park/landscape sites in compliance with the Federal Emergency Management Agency's (FEMA) requirements.

BACKGROUND

The October 2017 fires destroyed landscaping and infrastructure at five City of Santa Rosa Parks and one landscape Right of Way (ROW) site as follows; Rincon Ridge Open Space, and Rincon Ridge, Fir Ridge, and Francis Neilson Neighborhood Parks, Nagasawa Community Park and Parker Hill ROW area trail.

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These parks are generally located within the northeastern area of Santa Rosa known as Fountaingrove. Each of these park sites have sustained some fire damage and are in need of design and construction for recovery from the fire damages.

Fir Ridge and Rincon Ridge Park neighborhood parks sustained the most damage of the six locations with a majority of the two parks in need of reconstruction. The two playground areas and all amenities were destroyed at Fir Ridge, and Rincon Ridge paving, all landscaping and some fencing were destroyed. All fencing, and landscaping was destroyed at Rincon Ridge Open Space.

Most of the fire damage at Nagasawa Community Park was to the landscaping, irrigation, lighting and the monument sign. Francis Nielsen Park had minor damage to the irrigation system and benches. (The pedestrian bridge at Francis Nielsen Park was 100% destroyed in the 2017 fire but was redesigned and replaced under a separate contract).

Parker Hill ROW site trail fence was destroyed. See Attachment 1 for a full list of reported fire damage to each project site.

Each of the six project sites sustained moderate to minor damage. The design consultant will have the opportunity to combine some or all the project sites for economy of scale during construction.

The City will concurrently prepare CEQA compliance documents to accompany the construction project. The redesign and construction documents will be required to be prepared in accordance with all FEMA requirements.

An agreement with Carlile Macy, Inc. will assist the City with the redesign; prepare bid ready plans, specifications and cost estimates, including distinguishing those tasks that qualify for FEMA reimbursement and to provide project administration.

PRIOR CITY COUNCIL REVIEW

Not applicable

ANALYSIS

A Request for Qualifications/Proposal to provide landscape architectural design services to prepare design and construction documents for six parks/landscapes which were damaged from the October 2017 wildfires was issued in September 2019. Six proposals were submitted to the City and evaluated by a review committee comprised of staff from the Transportation and Public Works Department, Engineering and Parks Divisions.

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Carlile Macy, Inc. was ranked highest among the proposals received and was recommended by the review committee in late November 2019 and is expected to complete the required services and tasks, including final administrative work, to the reasonable satisfaction of the City not later than the end of June 2021. Carlile Macy will provide a preliminary schedule upon Council approval of the Agreement based on the final combination of project sites. It is anticipated that all of the project sites will be under construction by Winter 2020 or Spring 2021.

All the project park sites are currently open to the public and will be closed temporarily during future construction projects.

FISCAL IMPACT

Approval of this action has no additional fiscal impact on the General Fund. This contract meets federal guidelines and should be reimbursable by Federal Emergency Management Agency (FEMA) and the California Office of Emergency Services (CalOES). Under this formula, project costs of \$314,060 will be reimbursable in the amount of \$294,432. The estimated balance of \$19,628 for the City's portion was included in the FY 2019/20 adopted budget.

ENVIRONMENTAL IMPACT

This action is statutorily exempt from the California Environmental Quality Act (CEQA) under section 15269 because it is a project to restore facilities necessary to maintain public health that have been destroyed as a result of a disaster in a disaster-stricken area in which a state of emergency has been proclaimed by the Governor pursuant to the California Emergency Services Act.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable

NOTIFICATION

Not applicable

ATTACHMENTS

Attachment 1 – Parks/Landscape Fire Damage  
Attachment 2 – Projects Sites Location Map  
Resolution/Exhibit A – Professional Services Agreement

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