

CITY OF SANTA ROSA
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL
FROM: JASON NUTT, ASSISTANT CITY MANAGER, DIRECTOR OF
TRANSPORTATION AND PUBLIC WORKS
SUBJECT: TRANSPORTATION AND PUBLIC WORKS DEPARTMENT
APPROVAL OF PROFESSIONAL SERVICES AGREEMENT FOR
CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES
FOR THE FIRE STATION 5 RESILIENCY AND RELOCATION
PROJECT

AGENDA ACTION: RESOLUTION

RECOMMENDATION

It is recommended by the Fire Department and the Transportation and Public Works Department that the Council, by resolution, approve a Professional Services Agreement with Kitchell/CEM, Inc. of Sacramento, California to provide construction management and inspection professional services for the Fire Station 5 Resiliency and Relocation project in an amount not to exceed \$2,385,201.64.

EXECUTIVE SUMMARY

This resolution will approve a Professional Services Agreement with Kitchell/CEM, Inc. of Sacramento (Kitchell), to provide construction management and inspection professional services for the Fire Station 5 Resiliency and Relocation project (Project) in the amount not to exceed \$2,385,201.64.

The Project furthers Council goals #3 to ensure a healthy and safe community for all, and #5 to build and maintain a sustainable infrastructure.

Construction of the new Fire Station 5, located on a portion of 1400 Fountaingrove Parkway, requires construction management and inspection professional services. Staff released a Request for Proposals to solicit for construction management and inspection services and received 4 proposals. A Review Board reviewed and scored proposals and recommends authorization of the Professional Services Agreement with Kitchell, whose proposal received the highest combined score.

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BACKGROUND

Fire Station 5, formerly located at 2201 Newgate Ct, was destroyed in the Tubbs Fire. In 2018, a temporary Fire Station 5 was constructed at 3480 Parker Hill Rd to ensure continued service to the community. The temporary station, however, does not meet Wildland Urban Interface requirements and must be dismantled when a permanent fire station is constructed. Council approved the acquisition of an approximately 2.11-acre portion of 1400 Fountaingrove Pkwy from Keysight Technologies for the purpose of relocating and rebuilding a permanent Fire Station 5 at a site that will improve service. On January 24, 2023, Council awarded Design-Build contract No. C02184 to Wright Contracting LLC of Santa Rosa to design and build the approximately 8,960 square foot one-story essential services fire station building with operations yard on the newly acquired property.

PRIOR CITY COUNCIL REVIEW

On February 6, 2018, the Council, by resolution, approved a Use Agreement for the use of a temporary modular fire station and apparatus tent owned by the Menlo Park Fire Protection District.

On June 26, 2018, the Council, by resolution, approved the Temporary Fire Station 5 project and awarded the Temporary Fire Station 5 construction contract.

On July 10, 2018, the Council, by motion, approved the request from Fire Department staff to evaluate and recommend a permanent fire station design and location which would improve service delivery to the Fountaingrove area.

On May 7, 2019, in closed session, Council gave direction to staff on price and terms to negotiate the purchase of the Property in order to relocate and rebuild Fire Station 5.

On October 27, 2020, the Council, by motion, awarded a contract to RossDrulisCusenbery Architecture, Inc. of Sonoma, California for Fire Station 5 environmental and concept design services.

On February 9, 2021, the Council reviewed a Study Session presentation showing the top seven highest priority projects related to wildfire preparedness, mitigation, and resiliency which had been requested to be funded with PG&E settlement funds.

On March 23, 2021, the Council, by resolution, authorized the City Manager or Assistant City Manager, or designee, to enter into, execute and deliver agreement(s), applications and other documents for Community Development Block Grant Mitigation (CDBG-MIT) grant funding.

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On August 31, 2021, the Council, by motion, approved use of Design-Build procurement method as in the best interest of the City and authorized issuance of a Request for Proposals for the Project.

On February 15, 2022, the Council, by resolution, approved the recommended PG&E Settlement fund projects and appropriated PG&E Settlement funds to the Project account.

On February 15, 2022, the Council, by resolution, adopted the Mitigation Monitoring and Reporting Program (MMRP), approved the Project, and approved the acquisition of an approximately 2.11-acre portion of 1400 Fountaingrove Parkway for the new Project site.

On January 24, 2023, the Council, by resolution, 1) awarded Design-Build Contract No. C02184, Fire Station 5 Resiliency and Relocation project, in the amount of \$15,241,753 to the best value Design-Build entity, Wright Contracting LLC of Santa Rosa, CA; 2) approved a 20% contract contingency, for a total contract amount of \$18,290,103.60; and 3) amended the Fiscal Year 2022-23 budget to a) increase appropriations from the General Fund reserves in the amount of \$2,832,504, and b) increase appropriations in the amount of \$16,939,076 from CDBG-MIT federal grant funds and increase federal grant revenue estimates by \$16,939,076.

ANALYSIS

The MMRP was prepared for the Project in accordance with the California Environmental Quality Act (CEQA) and adopted by the City Council in 2022. The MMRP requires the City retain qualified services from a Biologist, Archaeologist and Paleontologist.

Construction of the Project also requires Construction Management, a Storm Water Pollution Prevention Plan (SWPPP) Compliance Officer, as well as Inspector of Record services from personnel qualified in the area of essential services facilities.

On December 20, 2022, to provide the above required construction management and inspection services for the Project, staff released a Request for Proposals utilizing PlanetBids, an online bidding platform. 703 vendors that matched the criteria for the services requested in the RFP were notified, and 43 vendors registered as prospective bidders. On February 2, 2023, staff received 4 proposals. A 5-person Review Board was formed in accordance with Council Policy. The Review Board reviewed and scored proposals and recommends Council authorize a contract to Kitchell, whose proposal received the highest combined score.

Estimated project schedule milestones:
Consultant Notice to Proceed: April 2023
Fire Station construction starts: June 2023
Project complete: Spring 2025

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FISCAL IMPACT

There is no fiscal impact to the General Fund from this action. Staff anticipated the need for the construction management and inspection services for the Project, and the contract will be funded utilizing the current budget appropriations for the Project budget.

ENVIRONMENTAL IMPACT

In accordance with CEQA, an Initial Study was conducted that resulted in a Mitigated Negative Declaration for the Project. The IS/MND concludes that the proposed Project would not result in any significant or potentially significant effects on the environment if the mitigation measures identified in the IS/MND are adopted and made conditions of approval of the proposed Project. The City Council adopted the MMRP for the Project on February 15, 2022, and it is incorporated into the Project contract documents. Therefore, no additional environmental review is required.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable.

NOTIFICATION

Not applicable.

ATTACHMENTS

- Resolution / Exhibit A – Professional Services Agreement

PRESENTER

Lisa Welsh, Associate Civil Engineer