

CITY OF SANTA ROSA
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL
FROM: DAN HENNESSEY, DIRECTOR, TRANSPORTATION AND
PUBLIC WORKS DEPARTMENT
SUBJECT: AUTHORIZATION OF PAYMENT TO AT&T FOR UTILITY
RELOCATION AT FIRE STATION 5 AND DELEGATION OF
SIGNATURE AUTHORITY TO APPROVE AND EXECUTE
STANDARD FORMS AND AGREEMENTS WITH
TELECOMMUNICATION COMPANIES

AGENDA ACTION: RESOLUTION

RECOMMENDATION

The Transportation and Public Works Department recommends that the Council, by resolution: 1) approve the second payment to Work Order ID CWO-31330 with AT&T of Dallas, Texas for Fire Station 5 utility relocation in the amount of \$45,917.45, for a total not to exceed \$131,600.64; and 2) delegate signature authority to the Directors of the Departments of Transportation and Public Works, and Water to approve and execute standard forms and agreements with AT&T, Comcast and other telecommunication companies operating under a State of California franchise agreement within the City of Santa Rosa. This item has no impact on current fiscal year budget.

EXECUTIVE SUMMARY

The City entered into an agreement with AT&T for Work Order ID CWO-31330 (Agreement) in the amount of \$85,683.19 to relocate telecommunications infrastructure at 1492 Fountaingrove Parkway, allowing for Fire Station 5 to be constructed. Over a year following completion of the utility relocation, AT&T has issued an additional invoice to the City in the amount of \$45,917.45. The cumulative total of invoices for the utility relocation exceeds the \$100,000 threshold for staff authorization. Additionally, consistent with authority delegated to staff for PG&E agreements, it is recommended that the Council delegate authority to staff to approve and execute standard forms and agreements with telecommunication companies that are under a State of California franchise agreement within the City of Santa Rosa to enable the community benefit of efficient delivery of capital projects within the City.

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GOAL

This item relates to Council Goal #2 - Invest in the Development and Maintenance of the City's Infrastructure because relocation of AT&T's communications infrastructure was critical to the successful construction of Fire Station 5.

BACKGROUND/PRIOR COUNCIL REVIEW

On January 7, 2014, by Resolution No. 28399, the Council authorized the delegation of authority to the Directors of the Departments of Transportation and Public Works, Utilities, and Recreation and Parks to approve and execute PG&E standard forms and agreements.

On January 24, 2023, by Resolution No. RES-2023-013, the Council awarded Design-Build Contract No. C02184, Fire Station 5 Resiliency and Relocation project.

ANALYSIS

The City of Santa Rosa purchased the property at 1492 Fountaingrove Parkway for the purpose of relocating and constructing Fire Station 5 that was destroyed in the Tubbs fire. The property included an existing AT&T easement for underground communications infrastructure serving Fountaingrove. The City and AT&T collaborated to have the infrastructure relocated at the City's expense to provide adequate space to construct the fire station building foundation. The Fire Station 5 Design-Build contract included services to trench and construct the conduit for the relocated AT&T infrastructure; however, the communication wiring portion of the work could only be provided by AT&T. AT&T provided their standard Agreement, including an estimated cost of \$85,683.19 for the work. The Agreement states an additional payment may be necessary if actual costs exceed the estimate. The City Manager signed the Agreement, consistent with signing authority for agreements up to \$100,000. Staff did not anticipate additional costs, if applied, would exceed the \$100,000 threshold. Work was completed in Fall 2024; however, on March 11, 2026, the City received an additional invoice for \$45,917.45, which is approximately 54% over AT&T's estimate. The cumulative total cost for AT&T's work at Fire Station 5 is \$131,600.64 and exceeds staff signing authority. Staff recommend that the City Council authorize staff to make the payment.

AT&T, Comcast, and other telecommunication companies operate under the jurisdiction of the State of California Public Utilities Commission (CPUC) that manages and issues State of California franchise agreements with utility companies. The franchise agreements identify the coverage area including the City of Santa Rosa and other local agencies as applicable, grant legal authority to utility companies to utilize public rights-of-way to install infrastructure and ensure regulatory control over the utility companies. Some of the City's Capital Improvement Program (CIP) projects require entering into

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agreements with utility companies to provide service or relocate infrastructure. Although staff engage with utility companies early during project planning, it can frequently take months to over a year following the submittal of a service application for utility companies to deliver an agreement and cost estimate to the City. These delays can impact CIP projects schedule and budget. Delegating authority to staff enables efficient City response and reduces further project impacts. This action is consistent with delegation of signature authority to the Directors of Transportation & Public Works, Utilities, and Recreation and Parks to enter into agreements with PG&E.

FISCAL IMPACT

Funds to authorize the invoice amount of \$45,917.45 are available from Capital Improvement Funds and have been appropriated to the project Account Number JL 05018. This action has no impact on the General Fund.

ENVIRONMENTAL IMPACT

The recommended action is not a “project” subject to the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15378 because it consists of administrative and financial actions, including approval of payment for previously completed utility relocation work and delegation of signature authority for standard agreements. The action does not approve or authorize any new construction or physical improvements and would not result in a direct or reasonably foreseeable indirect physical change in the environment.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable.

NOTIFICATION

Not applicable.

ATTACHMENTS

- Attachment 1 – AT&T invoice
- Resolution

PRESENTER(S)

Dan Hennessey, Director of Transportation and Public Works
Christa Siegenthaler, Deputy Director of Engineering Services