

RESOLUTION NO. 2019-008

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROHNERT PARK AUTHORIZING TASK ORDER 2019-01 WITH MOE ENGINEERING FOR ENGINEERING DEVELOPMENT REVIEW SERVICES AND RELATED ACTIONS

WHEREAS, consistent with the City's Purchasing Policy, the City and CSG Consultants Inc. ("Consultant") are parties to a "Master Agreement for Consultant Services" dated June 28, 2016, which was authorized by Resolution No. 2016-66;

WHEREAS, City and Consultant entered into the Task Order No 2016-02, dated August 1, 2016, for \$60,000, under the City Manager's signature authority pursuant to Resolution No. 2016-051, which was amended by Minute Order on September 12, 2017, to bring its total value to \$150,000;

WHEREAS, through its adopted Fiscal Year 2018-19 budget, the City Council approved the use of as-needed consultant services, offset by application fees, to support new development;

WHEREAS, the City continues to experience significant new development applications requiring additional support;

WHEREAS, pursuant to Section 3.6.6 of the City's Purchasing Policy, the City has secured a proposal from Moe Engineering for engineering development review services and has negotiated with Moe Engineering to arrive at a proposed scope of services and budget that meet the City's needs for engineering support; and

WHEREAS, the cost of the Consultant's services are reimbursed to the City by various applicants for processing their applications and do not represent a cost to the City's general fund.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Rohnert Park that it does hereby authorize Task Order 2019-01 with Moe Engineering, Inc., a California corporation, in an amount not to exceed one hundred and fifty thousand dollars (\$150,000.00).

BE IT FURTHER RESOLVED that the City Manager is hereby authorized and directed to take all actions to effectuate this Resolution for and on behalf of the City of Rohnert Park, including execution of Task Order 2019-01, in substantially similar form to that as Exhibit "A", subject to minor modifications approved by the City Manager or City Attorney.

BE IT FURTHER RESOLVED that that upon receipt of developer reimbursements, the Finance Director is authorized to make appropriations and increase budgeted revenue as necessary to cover the costs of Task Order 2019-01.

DULY AND REGULARLY ADOPTED this 22nd day of January, 2019.

CITY OF ROHNERT PARK



Gina Belforte, Mayor

ATTEST:



Caitlin Saldanha, Assistant City Clerk

Attachment: Exhibit A

ADAMS: Aye MACKENZIE: Aye STAFFORD: Aye CALLINAN: Aye BELFORTE: Aye
AYES: (5) NOES: (0) ABSENT: (0) ABSTAIN: (0)

**MOE TASK ORDER NO. 2019-01
CITY OF ROHNERT PARK
AND
MOE ENGINEERING**

**AUTHORIZATION OF ENGINEERING AND LAND SURVEYING DEVELOPMENT
REVIEW**

SECTION 1 – PURPOSE

The purpose of this Task Order No. 2019-01 is to authorize and direct Moe Engineering, Inc. to proceed with the work specified in Section 2 below in accordance with the provisions of the MASTER AGREEMENT between the City of Rohnert Park ("City") and Moe Engineering, Inc. ("Consultant") dated April 1, 2016.

SECTION 2 – SCOPE OF WORK

The items authorized by this Task Order are presented in Exhibit A – Scope of Services.

SECTION 3 – COMPENSATION AND PAYMENT

Compensation shall be as provided in the MASTER AGREEMENT between the parties hereto referenced in SECTION 1 above. The total compensation for services performed under SECTION 2 shall be actual costs (time and materials) based on Consultants' standard labor charges as shown in Exhibit "B" to this Task Order, subject to all terms of the MASTER AGREEMENT. Total compensation under this Task Order is subject to a not-to-exceed amount of one hundred and fifty thousand dollars (\$150,000). Services provided by Consultant without the direction and authorization of the City shall be at Consultant's sole risk and cost.

SECTION 4 – TIME OF PERFORMANCE

The work described in SECTION 2 shall be completed by December 31, 2019, or as extended by the City Manager.

SECTION 5 – ITEMS AND CONDITIONS

All items and conditions contained in the MASTER AGREEMENT for professional services between City and Consultant are incorporated by reference.

Approved this ____ day of January, 2019.

CITY OF ROHNERT PARK

MOE ENGINEERING, INC.

Darrin Jenkins, City Manager Date
Per Resolution No. 2019-____ adopted by the
Rohnert Park City Council at its meeting of 1/22/2019.

John Moe, President Date

ATTEST:

APPROVED AS TO FORM

City Clerk

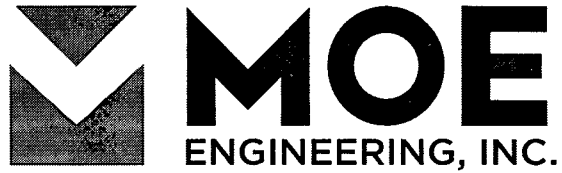
City Attorney

EXHIBIT A SCOPE OF SERVICES

Engineering and Land Surveying Development Review Services

Services to be provided include as-needed staff augmentation for engineering development review and technical support for land surveying work. It is anticipated that the majority of the work will involve the Stadium Lands Planned Development Area, the Wilfred Dowdell Specific Plan Area and other development west of Highway 101, but work on other new and ongoing applications may also be performed. Work may include but not be limited to the following activities:

1. Review of new or proposed amendments to specific plans, tentative maps, planned development zoning, and other development entitlement applications.
2. Assist City with development of conditions of approval, development agreements, and other requirements associated with development applications.
3. Review and recommend approval of improvement plans, subdivision maps, and other documents. Review documents for conformance to approved tentative map, specific plans, and conditions of approval. Confirm that plans conform to City standard design criteria, including draft or proposed standards, permit terms (including the City's stormwater and recycled water permits) and other applicable infrastructure master plans.
4. Coordinate plan review with other City departments and the City's planning and building consultants as appropriate.
5. Confirm that developer has obtained necessary permits or approvals from other public agencies as needed.
6. Review and recommend approval of engineering bond estimates and subdivision guarantees. Assist staff in preparing subdivision improvement agreements, other agreements, and staff reports.
7. Prepare, review and/or approve legal descriptions associated with easements and other right-of-way matters to support the City.
8. Draft engineering reports and resolutions for Council approval as needed.
9. Meet with developers, consultants, or other agencies on behalf of staff.
10. Attend coordination meetings with staff as requested.



FEE SCHEDULE

Effective 2019

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Principal	\$206.00/hour
Senior Engineer	\$180.00/hour
Land Surveyor	\$180.00/hour
Associate Engineer/Inspector	\$155.00/hour
Assistant Engineer	\$139.00/hour
Engineering/Survey Technician	\$129.00/hour
Drafting Technician	\$113.00/hour
Field Survey Crew (2-person)	\$288.00/hour

All charges and fees including the cost of prints, copies, travel, telephone toll charges and other non-labor related expenses paid by this firm to others on behalf of the client shall be billed at the cost of the charge or fee plus 15% handling and accounting fee. All invoices are due within 30 days of the date of the invoice.

Annual rate escalation will be calculated at 3% on a City fiscal-year basis.