

RESOLUTION NO. 2019-007

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROHNERT PARK AUTHORIZING TASK ORDER 2019-01 (ENGINEERING SERVICES) WITH CSG CONSULTANTS, INC. 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 2016-01, dated June, 28, 2016, for a not-to-exceed amount of \$150,000.00 pursuant to Resolution No. 2016-66;

WHEREAS, City and Consultant entered into the Task Order No 2017-01, dated January 24, 2017, for a not-to-exceed amount of \$150,000.00 pursuant to Resolution No. 2017-012;

WHEREAS, City and Consultant entered into the Task Order No 2018-01, dated January 23, 2017, for \$150,000.00 pursuant to Resolution No. 2018-002, which was amended by Resolution No. 2018-104, on July 24, 2018, to bring its total not-to-exceed value to \$300,000;

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 CSG Consultants Inc. for engineering development review services and has negotiated with CSG Consultants Inc. 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.

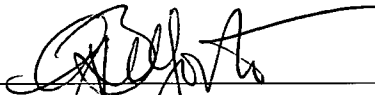
NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Rohnert Park that it does hereby authorize Task Order 2019-01 (Engineering Services) with CSG Inc., a California Corporation, in an amount not to exceed three hundred thousand dollars (\$300,000.00).

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 (Engineering Services) in substantially similar form to Exhibit "A" attached hereto, subject to minor modifications 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)

**CSG TASK ORDER NO. 2019-01 (ENGINEERING SERVICES)
CITY OF ROHNERT PARK AND CSG CONSULTANTS INC.**

AUTHORIZATION TO PROVIDE ENGINEERING DEVELOPMENT REVIEW SERVICES

SECTION 1 – PURPOSE:

The purpose of this Task Order is to authorize and direct CSG Consultants 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 CSG Consultants Inc. ("Consultant") hereto dated June 28, 2016, pursuant to Resolution No. 2016-66 and all amendments.

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 cost for services as set forth in SECTION 2 shall be actual costs (time and materials) based on Consultants' standard labor charges in accordance with the provisions of the MASTER AGREEMENT for an amount not-to-exceed three hundred dollars (\$300,000.00). 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 Director of Development Services.

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 January, 2019.

CITY OF ROHNERT PARK

CSG CONSULTANTS INC.

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

Cyrus Kianpour, President (Date)

CSG CONSULTANTS INC.

Nourdin Khayata, Secretary (Date)

ATTEST:

APPROVED AS TO FORM:

City Clerk

City Attorney

EXHIBIT A

SCOPE OF SERVICES

Engineering Services

Anticipated services to be provided include as-needed staff augmentation for engineering development review associated with land development activity in the City. It is anticipated that the majority of the work will involve the University District and Southeast Specific Plan Areas, and the Sonoma Mountain Village and Central Rohnert Park Planned Developments, 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. Assist City in negotiations with developers regarding terms of agreements or conditions.
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 as needed, and infrastructure or other master plans. Coordinate plan review with other City departments. Confirm that developer has obtained necessary permits or approvals from other public agencies as needed, and that plans conform to North Coast Regional Water Quality Control Board and Sonoma County Water Agency requirements for storm water treatment and retention and City of Santa Rosa requirements for recycled water use.
4. Review and recommend approval of engineering bond estimates and subdivision guarantees. Assist staff in preparing subdivision improvement agreements, other agreements, and staff reports.
5. As requested, work with and manage City's consultant reviewing hydrology to determine proper mitigations and needs to avoid increasing flooding risks to existing residents.
6. As requested, work with and manage City's consultant reviewing hydrology and developer to submit required Conditional Letters of Map Revision (CLOMRs), and subsequent Letters of Map Revision (LOMRs) as needed.
7. As requested, calculate and provide fees to developer. Provide fee offset information for proposed infrastructure to be developed under the Public Facilities Financing Plan (PFFP).
8. As requested, provide analysis of water use and impact of well pumping use in the City.
9. Draft engineering reports and resolutions for Council approval as needed.
10. Meet with developers, consultants, or other agencies on behalf of staff.