

## **RESOLUTION NO. 2018-104**

### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROHNERT PARK AUTHORIZING AND APPROVING AMENDMENT 1 TO CSG TASK ORDER 2018-01 FOR ENGINEERING SERVICES IN AN AMOUNT NOT TO EXCEED \$150,000**

**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 2018-01, dated January 24, 2018, for \$150,000.00 pursuant to Resolution No. 2018-008;

**WHEREAS**, Task Order 2018-01 is nearing its funding limits;

**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**, pursuant to Section 3.6(D) of the City's Purchasing Policy, the City has secured a proposal from CSG Consultants Inc. for engineering 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;

**WHEREAS**, the proposed amendment to CSG Task Order 2018-01 would increase the Task Order amount by \$150,000, for a total Task Order value of \$300,000; and

**WHEREAS**, the cost of the Consultant's services are reimbursed to the City by various applicants for processing their applications and there is no net General Fund impact.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Rohnert Park that it does hereby approve Amendment 1 to CSG Task Order 2018-01 for engineering services in an amount not to exceed one hundred 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 Amendment 1 to CSG Task Order 2018-01, in substantially similar form to Exhibit "A".

**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 2018-01 and its amendments.

DULY AND REGULARLY ADOPTED this 24<sup>th</sup> day of July 2018.

CITY OF ROHNERT PARK

Pam Stafford  
Pam Stafford, Mayor

ATTEST:

Caitlin Saldanha for

JoAnne M. Buergler, City Clerk

Caitlin Saldanha, Assistant City Clerk

Attachment: Exhibit A

AHANOTU: Absent BELFORTE: Aye MACKENZIE: Aye CALLINAN: Aye STAFFORD: Aye  
AYES: ( 4 ) NOES: ( 0 ) ABSENT: ( 1 ) ABSTAIN: ( 0 )

**AMENDMENT 1 TO CSG TASK ORDER NO. 2018-01 for ENGINEERING SERVICES  
CITY OF ROHNERT PARK AND CSG CONSULTANTS INC.**

**SECTION 1 – PURPOSE:** The purpose of this Task Order Amendment 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 one hundred and fifty thousand dollars (\$150,000.00). Total compensation under Task Order 2018-01, including this Amendment 1 shall not exceed three hundred thousand dollars (\$300,000).

**SECTION 4 – TIME OF PERFORMANCE:** The work described in SECTION 2 shall be completed by December 31, 2018, 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 24<sup>th</sup> day July, 2018.

**CITY OF ROHNERT PARK**

**CSG CONSULTANTS INC.**

\_\_\_\_\_  
*Darrin Jenkins, City Manager* (Date)  
Per Resolution No. 2018-\_\_\_\_ adopted by the  
Rohnert Park City Council at its meeting of July 24, 2018

\_\_\_\_\_  
Cyrus Kianpour, President (Date)

**CSG CONSULTANTS INC.**

\_\_\_\_\_  
Nourdin Khayata, Secretary (Date)

**ATTEST:**

\_\_\_\_\_  
City Clerk

**APPROVED AS TO FORM:**

\_\_\_\_\_  
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, 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 (CLOMARs), and subsequent Letters of Map Revision (LOMARs) 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.