

RESOLUTION NO. 2018-100

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROHNERT PARK AUTHORIZING AND APPROVING TASK ORDER 2018-03 WITH MOE ENGINEERING INC. FOR CONSTRUCTION PHASE SERVICES AT THE RESIDENCE AT FIVE CREEK PROJECT IN AN AMOUNT NOT TO EXCEED \$142,200

WHEREAS, consistent with the City's Purchasing Policy, the City and Moe Engineering Inc. ("Consultant") are parties to a "Master Agreement for Consultant Services" dated April 1, 2016, which was authorized by Resolution No. 2016-16;

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, Moe Engineering Inc. has been providing engineering plan review and inspection for the Residences at Five Creek Project and is highly familiar with the project;

WHEREAS, ongoing inspection is necessary because of recent approval for the building and grading permits for the apartment complex in the Residences at Five Creek Project, which includes offsite improvements on Carlson and Dowdell Avenue;

WHEREAS, pursuant to Section 3.6(D) of the City's Purchasing Policy, the City has secured a proposal from Moe Engineering Inc. for construction phase services and has negotiated with Moe Engineering Inc. for the 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 the developer of the apartment complex at the Residences at Five Creek Project and there will be 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 Task Order 2018-03 with Moe Engineering Inc. for Construction Phase Services at the Residences at Five Creek Project in an amount not to exceed one hundred forty two thousand two hundred dollars (\$142,200.00).

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 Moe Task Order 2018-03, 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 2018-03 and its amendments.

DULY AND REGULARLY ADOPTED this 24th 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)

MOE ENGINEERING, INC TASK ORDER NO. 2018-03

**CITY OF ROHNERT PARK
AND
MOE ENGINEERING, INC**

**ON-SITE CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES
RESIDENCES AT FIVE CREEK APARTMENT COMPLEX**

SECTION 1 – PURPOSE

The purpose of this Task Order is to authorize and direct Moe Engineering 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") hereto 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 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 and as shown in Exhibit "B" for an amount not-to-exceed One Hundred Forty Two Thousand Dollars and No Cents (\$142,200.00)

SECTION 4 – TIME OF PERFORMANCE

The work described in SECTION 2 shall be completed by November 1, 2020, 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 July, 2018

CITY OF ROHNERT PARK

MOE ENGINEERING, INC

Darrin Jenkins, City Manager (Date)
Authorized by City Council Resolution 2018-____
adopted on July 24, 2018

John L. Moe, President (Date)

ATTEST

APPROVED AS TO FORM:

City Clerk

City Attorney



2950 Montecito Avenue
Santa Rosa, CA 95404
(707) 544 - 6274 FAX (707) 544 - 9086

July 2, 2018

Mary Grace Pawson, Director of Development Services Department
City of Rohnert Park
Development Services
130 Avram Avenue
Rohnert Park, CA 94928

Subject: Proposal for Construction Management & Inspection Services for Residences
at 5 Creek Apartments, on & off site improvements,
Rohnert Park

Dear Mary Grace:

We are pleased to provide this proposal for construction management and inspection services for the subject project(s). Based on our understanding of the scope of work to be providing city staff augmentation as described below. Also, we understand the projects include: The Residences at Five Creek Apartments on & off site improvements, shown on those plans prepared by Civil Design Consultants, Inc.

The services included in this proposal are:

- Mitigation monitoring management during the construction of the projects utilizing a list summarizing the mitigation measures provided by the City in an Excel file.
- Construction management of the developer's activities performing in a role as city staff, including review of submittals, interface with city departments, and reporting to City Engineer, following the City of Rohnert Park Quality Assurance Program (QAP) if desired by City and/or Caltrans Chapter 16, Administer Construction Contracts.
- Construction inspection of field work to assure conformance to City Standards, mitigation measures and city codes.
- Coordination with City's environmental consultant, Dudek, David Wiggins and So. Co. Materials Lab for materials acceptance testing
- Construction Management performed by Kevin McDonnell, Nathan Valles & Rick Pedroncelli overseen by John Moe, reference attached Moe Engineering Inc. current Statement of Qualifications.
- Inspections performed by Kevin McDonnell, Nathan Valles & Rick Pedroncelli

We offer the following cost proposal for the above-described services providing city staff augmentation and reporting to Mary Grace Pawson or her designee. The construction is assumed to occur over approximately the next six months starting in July 2018.

Task 1 – Construction Management & Inspection for On site improvements
\$ 51,350.00

- Project Setup/Coordination/Permit issuance
- Meetings
- Field review
- Review Submittals
- Inspections
- Reporting

Task 2 – Construction Management & Inspection for Off site improvements
\$ 90,850.00

- Project Setup/Coordination/Permit issuance
- Meetings
- Field review
- Review Submittals
- Inspections
- Reporting
- Meetings

TOTAL ALL TASKS **\$ 142,200.00**

We propose to provide the above **Engineering Construction Management & Inspection Services** based on time and materials listed on the attached Estimated Level of Effort for a fee of **\$ 142,200.00**.

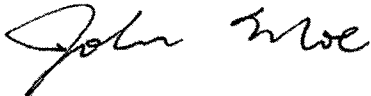
The following items are specifically excluded from this proposal:

- Professional Engineering design services
- Geotechnical Engineering services
- Structural, Traffic, Electrical, Mechanical engineering services
- Architectural and landscape architectural services
- Payment of any fees associated with the submittal or completion of this project.
- Irrigation and landscape inspection
- Coordination of any sub-consultants

If you have any questions or would like clarification of the proposed services, please feel free to call me or Rick Pedroncelli.

Thank you for the opportunity to provide this proposal. We look forward to working with you on this project.

Sincerely,



John L. Moe, PE
President, Moe Engineering, Inc.

City of Rohnert Park
Construction Management & Inspection Services for Residences at 5
Creek Apartments on & off site projects
Estimated Level of Effort

Moe Engineering, Inc.	
Date	7/3/2018
Job No 2017-081	

Category	Labor Cost				Task	Project
	Principal	Sr Eng /LS	Assist Eng / Inspector	Eng Tech		
Rate	\$ 200 00	\$ 175 00	\$ 150 00	\$ 125 00	Amount	Total

Task 1 - Onsite CM & Inspection

1 1	Project Setup / Coordination / Permit issuance	Hours	2	16				
		Amount	\$ 400 00	\$ 2,800 00	\$ -	\$ -	\$ 3,200 00	
1 2	Meetings - up to 2 each	Hours	4	6				
		Amount	\$ 800 00	\$ 1,050 00	\$ -	\$ -	\$ 1,850 00	
1 3	Field review	Hours	2	4				
		Amount	\$ 400 00	\$ 700 00	\$ -	\$ -	\$ 1,100 00	
1 4	Review of Submittals	Hours		8				
		Amount	\$ -	\$ 1,400 00	\$ -	\$ -	\$ 1,400 00	
1 5	Inspections (assume 10 hours for 26 weeks)	Hours			260			
		Amount	\$ -	\$ -	\$ 39,000 00	\$ -	\$ 39,000 00	
1 6	Reporting	Hours	4	20				
		Amount	\$ 800 00	\$ 3,500 00	\$ -	\$ -	\$ 4,300 00	
1 7	Mileage & Reimbursables	Hours						
		Amount	\$ -	\$ -	\$ -	\$ -	\$ 500 00	

Subtotal Task 1 \$ 51,350.00

Task 2 - Off site CM & Inspection

2 1	Project Setup / Coordination / Permit issuance	Hours	2	8				
		Amount	\$ 400 00	\$ 1,400 00	\$ -	\$ -	\$ 1,800 00	
2 2	Meetings - biweekly upto 2 personnel @ 2hrs for 26 weeks	Hours	26	52				
		Amount	\$ 5,200 00	\$ 9,100 00	\$ -	\$ -	\$ 14,300 00	
2 3	Field review	Hours	2	4				
		Amount	\$ 400 00	\$ 700 00	\$ -	\$ -	\$ 1,100 00	
2 4	Review of Submittals	Hours	2	26				
		Amount	\$ 400 00	\$ 4,550 00	\$ -	\$ -	\$ 4,950 00	
2 5	Inspections (assume 26 weeks @ 16hrs/week)	Hours			416			
		Amount	\$ -	\$ -	\$ 62,400 00	\$ -	\$ 62,400 00	
2 6	Reporting	Hours	4	20				
		Amount	\$ 800 00	\$ 3,500 00	\$ -	\$ -	\$ 4,300 00	
2 7	Mileage & Reimbursables	Hours						
		Amount	\$ -	\$ -	\$ -	\$ -	\$ 2,000 00	

Subtotal Task 2 \$ 90,850.00

Total - All Tasks	\$ 142,200.00
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FEE SCHEDULE

Effective 2018

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Principal	\$200.00/hour
Senior Engineer	\$175.00/hour
Land Surveyor	\$175.00/hour
Associate Engineer/Inspector	\$150.00/hour
Assistant Engineer	\$135.00/hour
Engineering/Survey Technician	\$125.00/hour
Drafting Technician	\$110.00/hour
Field Survey Crew (2-person)	\$280.00/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.