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City Manager's Report

June 11, 2024, City Council Meeting

Prepared by: Steve Youel, Interim Director of Community Services

Subject: Consider approving a contract with R.E.Y. Engineers, Inc. in an amount not to exceed \$57,500 for a Drainage Maintenance Plan for Lions Park as part of the Lions Park Softball Field Irrigation System Replacement project (CIP #42415), authorizing the Interim Director of Community Services to execute the same, and approving a \$50,000 budget appropriation from the Cannabis Community Benefit Fund for the said project.

Recommendation:

Adopt a resolution to:

- A. Approving a contract with R.E.Y. Engineers, Inc. ("R.E.Y.") in an amount not to exceed \$57,500 for a Drainage Maintenance Plan for Lions Park as part of the Lions Park Softball Field Irrigation System Replacement project (CIP #42415); and
- B. Authorizing the Interim Director of Community Services to execute the same; and
- C. Approving a \$50,000 budget appropriation from the Cannabis Community Benefit Fund for the said project.

Purpose: The purpose of the proposed contract is to evaluate the current drainage conveyance patterns within Lions Park and develop a conceptual level maintenance plan to address a wide range of drainage concerns throughout the park.

Strategic Plan Strategy: Strategy 4 – Update and Maintain City-Owned infrastructure at Lions Park.

Background: Current drainage related concerns at Lions Park include: 1) Inadequate capacity in drainage swale running along northwest side of baseball fields 2) Restroom flooding 3) Failed storm drainpipe in the left portion of the lower baseball field 4) Soggy, poor draining of left field in upper baseball field. 5) Soggy, poor draining of right field in lower baseball field 6.) Decomposed granite path between Cedar Ravine Road and the tennis courts gets washed out. The existing condition leads to seasonal flooding throughout the park causing damage to park amenities and creating unsafe conditions during the winter months.

The City approved \$137,500 in the 2023-2024 Capital Improvement Budget for field improvements to Lion's park. Recently, the Cannabis Community Benefit Committee recommended an additional \$50,000 for the project for a total of \$187,500. In reviewing the project, it was determined that a scope change was necessary in order to achieve the desired outcome. Specifically, we looked at drainage and grading. These issues create problems currently with creating safe playable fields. In addition, other areas of the park contribute to these areas. For this reason, staff felt it was necessary to first address these issues.

Discussion: The scope of services to be included in Phase I of the Conceptual Drainage Maintenance Plan are: Task 1: Supplemental Field Survey - R.E.Y. will perform a supplemental field survey of the study boundary area. Representatives from the Community Services Department will attend with R.E.Y., City Engineers, and Surveyors to review and collect field data that will be useful for our future analysis. Along with R.E.Y., we will review the locations described above to get a firsthand look at the drainage concerns. R.E.Y. will coordinate with their survey field crew on what specific information will need to be collected. The survey field crew will establish local project control and collect the data necessary to augment the publicly available LiDAR data. Task 2: R.E.Y. will prepare a topographic survey and boundary map using a combination of publicly available aerial imagery, Quality Level 1 (QL1) LiDAR from USGS, and the Supplemental Field Survey, Supplemental survey data will double as quality control on the imagery and LiDAR, giving us the opportunity to better refine them to local geodetic control. The topographic survey will include 1-ft contours up to the ridgelines above the study boundary and 100-ft downhill of the study boundary. Storm drain infrastructure within the study boundary will be included as well. A boundary of the park will be included in the AutoCAD file and be drawn using record information. Task 3: Conceptual Drainage Maintenance Plan Using the Topographic Survey and Boundary Map -, R.E.Y. will prepare a Draft Conceptual Drainage Maintenance Plan for the study area. The Plan will address the drainage-related concerns within the study area and propose up to two alternatives to address each issue. Conceptual exhibits, conceptual construction costs, pros, and cons of each alternative will be included in the Draft Plan to assist the city with selecting the preferred alternatives. Once the Draft Plan has been submitted and reviewed by the city, R.E.Y. will meet on-site to discuss the City's questions and comments and assist the City in selecting the preferred alternatives. After the on-site meeting, R.E.Y. will revise and finalize the Plan. The Final Conceptual Drainage Maintenance Plan will identify the selected/preferred alternatives.

Phase II (Final Design) Task 1: R.E.Y. will prepare the Improvement Plan, Technical Specifications, and Estimate of Probable Construction Costs. Once completed, the City will provide standard Frontend specifications including the Notice to Bidders, Proposal (Agreement), General Conditions, and Special Provisions. R.E.Y. will update specific sections of the Frontend documents for this project including the Bid Schedule and estimating the number of working days. R.E.Y. will also prepare any Technical Specifications for this project, if necessary.

After receipt of the R.E.Y.'s Improvement Plan, R.E.Y. will prepare the Bid Documents. Once the Bid Documents are approved, R.E.Y. will assist the City throughout the bidding process; during which, R.E.Y. will assist with responding to questions and providing clarifications to inquiries.

- Options:**
1. Approve the Drainage Study and the budget appropriation as recommended.
 2. Approve the Drainage Study with changes to the scope and the budget appropriation.
 3. Do not approve the Study and provide further direction to staff on how to proceed.

Environmental: This project will require a Drainage Maintenance Permit from California Fish and Game.

Cost: The cost of the proposed agreement with R.E.Y. is for a not to exceed amount of \$57,500.

Budget Impact: The City Council adopted the Fiscal Year 2023-2024 Capital Improvement Program Budget, which appropriated \$137,500 for the Lions Park Softball Field Irrigation System Replacement project (CIP #42415). At its Meeting held on May 14, 2024, the City Council approved the Cannabis Community Benefit Committee's recommendation to approve an additional \$50,000 from the Cannabis Community Benefit Fund for the Lions Park Softball Field Irrigation System Replacement project (CIP #42415) bringing the total project budget to \$187,500.

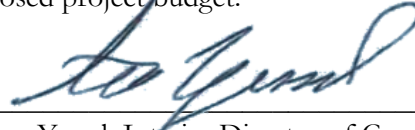
To date the project has encumbered the following costs:

R.E.Y. Engineers, Inc. (Proposed contract)	\$ 57,500
Russell D. Mitchell Associates, Inc. (Original Agreement)	23,760
City Personnel Costs	126
Total	<u>\$ 81,386</u>

As you can see, the \$81,386 in project encumbrances, including the \$57,500 cost of the proposed agreement with R.E.Y., is within the \$187,500 proposed project budget.



M. Cleve Morris, City Manager
Services



Steve Youel, Interim Director of Community



Dave Warren, Assistant City Manager/
Director of Finance

Attachments:
A. Resolution