

TOWN OF WINDSOR AGENDA REPORT

Joint Windsor Town Council, Windsor Redevelopment Successor Agency and Windsor Water District Meeting Date: April 16, 2025

To: Mayor and Town Council
From: Alejandro Perez, Senior Civil Engineer
Subject: Approve an Amendment to the Professional Services Agreement with LACO Associates for Land Surveying

Recommendation to Council:

Approve Amendment No. 1 to the Professional Services Agreement with LACO Associates to complete the right-of-way and topographic survey for the Old Redwood Highway Complete Streets Project in an amount not-to-exceed \$25,000, for a total amount not-to-exceed \$65,000 and authorize the Town Manager to execute said amendment on behalf of the Town and any amendments up to 20 percent of the new contract amount.

Strategic Plan Element:

The recommended action supports the goal of Infrastructure. Goal Statement: Through a lens of sustainability and innovation, invest in the Town's infrastructure and public facilities to meet the needs of future generations.

Discussion:

On August 28, 2024, the Town Manager, on recommendation of Public Works staff, executed a professional services agreement for \$40,000.00 with LACO Associates for right-of-way and topographic surveying for the Old Redwood Highway Complete Streets project. The project location is a portion of Old Redwood Highway between ~~Evergreen Avenue and Arata Lane~~ Arata Lane to Windsor Road (section updated 04/12/25). The intent of the survey is to establish and monument the future centerline alignment to support the Town in the planning of future sidewalk improvements along Old Redwood Highway.

Material discrepancies encountered between record monument locations and recorded information in this area presented an unanticipated challenge in the resolution of the right-of-way along the project corridor. Due to the complex nature of this survey, staff is requesting to amend the agreement to increase the not-to-exceed amount from \$40,000 to \$65,000 for LACO Associate to complete the contracted scope of services.

Fiscal Impact:

There are sufficient appropriations in the Transportation Grant Fund in the Council-approved budget for Fiscal Year 2024-2025.

Environmental Review:

This action does not constitute a "project" within the meaning of California Environmental Quality Act (CEQA) Guidelines Section 15378 and requires no environmental review.

Attachment(s):

1. Amendment No. 1

2. Agreement

Prepared by:

Brendan Barrett
Engineer II

Reviewed by:

Alejandro Perez
Senior Civil Engineer

Reviewed by:

Carl Euphrat
Deputy Director of Engineering

Reviewed by:

Shannon Cotulla
Public Works Director/Town Engineer

Recommended by:

Jon Davis
Town Manager