TOWN OF WINDSOR
AGENDA REPORT

Joint Windsor Town Council, Windsor Redevelopment Successor Agency and Windsor Water District Meeting Date: October 18, 2023

To: Mayor and Town Council
From: Alejandro Perez, Senior Civil Engineer
Subject: Professional Services Agreement with Coastland Civil Engineering for Wild Oak Water and Pavement Preservation Design Services

Recommendation to Council:
Approve a Professional Service Agreement (PSA) with Coastland Civil Engineering for the Wild Oak Water and Pavement Preservation Engineering Design Services in an amount not to exceed $301,205 and authorize the Town Manager to execute said agreement, with such minor changes as deemed appropriate by the Town Manager and any additional amendments up to 20% of the original amount, on behalf of the Town.

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.

Background:
This project involves replacement of approximately 90 water services including water service saddles, water service lateral piping, and isolation valves in the neighborhood of Wild Oak Drive across from Keiser Park (Attachment 2) and is identified in the 2019 Water Master Plan Update. Funds are also included to design the replacement of approximately 8,110 feet of associated water main which is one of the older asbestos-cement mains in Town and to design a pavement treatment to follow the utility work. The water main and residential services in the area of Wild Oak Drive are over 40 years old and due for replacement. The Pavement Condition Index (PCI) in this area ranges from 25-59 which on average is categorized as poor. Work to perform the replacement of the water mains will be assessed after the engineering cost estimate is completed.

The replacement of these services is planned for completion just prior to resurfacing of the streets with a pavement overlay. The timing of the replacement will prevent damage or defacing of the newly paved street surface.

Discussion:
A Request for Proposals (RFPs) for the preparation of final contract documents (plans, specifications, estimates, etc.) for the Wild Oak Water Services Replacement and Pavement Preservation Project was issued on August 3, 2023. The RFP was also sent to three engineering consulting firms.

On August 24, 2023, Public Works received proposals from five firms. Proposals were reviewed and evaluated by Engineering staff. Based on their proposal and experience with similar projects, staff selected Coastland Civil Engineering as the most qualified.
The work to develop the contract documents is expected to begin in November of 2023. The contract

documents are anticipated to be completed in April 2024.

Fiscal Impact:
Sufficient funds to complete the design are budgeted in the Council-adopted Fiscal Year 2023 24 Water Capital Fund.

Environmental Review:
The project is exempt from the California Environmental Quality Act (CEQA) in accordance with section 15301 for repair and maintenance of existing facilities and with section 15302 because it consists of replacement or reconstruction of an existing facility where the new structure will be located on the same site and will have substantially the same capacity as the structure being replaced. Therefore, no environmental review is required. A Notice of Exemption will be filed prior to construction.

Attachment(s):
1. Agreement
2. Location Map

Prepared by:
Alejandro Perez
Senior Civil Engineer

Reviewed by:
John Jaeger
Deputy Director of Engineering

Reviewed by:
Shannon Cotulla
Public Works Director/Town Engineer

Recommended by:
Jon Davis
Town Manager