

## **TOWN OF WINDSOR AGENDA REPORT**

**Joint Windsor Town Council, Windsor Redevelopment Successor Agency and Windsor Water District Meeting Date:** October 4, 2023

**To:** Mayor and Town Council  
**From:** Alejandro Perez, Senior Civil Engineer  
**Subject:** Approve Amendment No. 3 to the Professional Services Agreement with GHD, Inc. for the Dawn Way Drainage Conveyance Improvements Project

### **Recommendation to Council:**

Approve Amendment No. 3 to the Professional Services Agreement with GHD, Inc. for the Dawn Way Drainage Conveyance Improvements Project in an amount not to exceed \$58,929 and authorize the Town Manager to execute said amendment on behalf of the Town and any contract 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.

### **Background:**

Significant flooding at the Old Redwood Highway and Dawn Way intersection occurs during intense storm events. The flooding affects several residential properties and mitigating this flooding is a priority in the Fiscal Year 2023-28 Capital Improvement Program.

On March 4, 2020, Council accepted the 2020 Storm Drainage Master Plan (SDMP), which identified conveyance improvements that could provide flood relief near the Old Redwood Highway and Dawn Way intersection. Multiple storm drain improvement scenarios were simulated using the MIKE Flood drainage model.

### **Discussion:**

On June 16, 2021, Town Council approved a Professional Services Agreement with GHD, Inc. to prepare the project plans and special provisions for storm drain conveyance improvements near Dawn Way.

Two amendments to the Professional Services Agreement were executed by the Town Manager in the amount of \$9,340 and \$12,166 for additional right of way mapping, utility potholing repairs, and a special-status plant survey within the project footprint.

The proposed Amendment No. 3 to the Professional Services Agreement would allow GHD, Inc. to design new sidewalk improvements along the frontage of 9740 Old Redwood Highway and allow the Town to obtain the temporary construction easements necessary to construct the new sidewalk. The amendment includes appraisal and negotiation services, which are required to obtain the temporary construction easements from affected property owners. The additional consulting work specified in this amendment is required to finalize the design of the sidewalk with a subgrade storm drain system and to

modify the environmental permit applications to include the new design revisions.

The inclusion of new sidewalk would prepare this segment of frontage for future improvements recommended in the Old Redwood Highway Corridor Enhancement Plan, which was accepted by Town Council on February 16, 2022.

**Fiscal Impact:**

Sufficient appropriations for the proposed amendment are included in the Council approved Fiscal Year 2023-25 Drainage Mitigation Fund.

**Environmental Review:**

The project is exempt from CEQA in accordance with Public Resources Code Section 21080.21 because the project involves installation of a new pipeline, less than one mile long, within a public street or public right of way. Additionally, the project is exempt from CEQA in accordance with section 15303 because it consists of the construction of a limited amount of new street improvements.

**Attachment(s):**

[1. Amendment No. 3 to PSA GHD Dawn Way Storm Drain Conveyance](#)

**Prepared by:**

Wade Monsen  
Engineer II

**Reviewed 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