



CITY OF SALINAS COUNCIL STAFF REPORT

DATE: JANUARY 24, 2023

DEPARTMENT: FIRE DEPARTMENT

FROM: SAM KLEMEK, FIRE CHIEF

BY: ESTEFANIA VARGAS, MANAGEMENT ANALYST

TITLE: AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT
BETWEEN THE CITY OF SALINAS AND CSG CONSULTANTS

RECOMMENDED MOTION:

A motion to approve a Resolution:

1. Authorizing an amendment to the professional services agreement entered on June 21st, 2022, between the City of Salinas and CSG Consultants to include project/construction management services for the repairs/renovations of fire stations 1-6;
2. Amending the original amount of compensation on the professional services agreement to incorporate construction/project management fees, not exceeding 10% of total project/construction costs plus \$17,500 to complete Phase 1 of the project and allow a 10% contingency on total project/construction management services;
3. Extending the agreement expiration until the exhaustion of Fire Department ARPA funding or until the end of the ARPA funding spending period, whichever comes first; and
4. Authorizing the City Manager, upon approval of the City Attorney, to execute agreements for the completion of projects under the scope of the agreement, utilizing Fire Department ARPA allocations available in account 3911 and allowing for a 10% contingency.

EXECUTIVE SUMMARY:

On September 14, 2021, the City Council approved a resolution accepting the City of Salinas ARPA funds allocation and designating funds for public facilities, including toward the renovation of Fire Stations. On June 21, 2022, the City Council passed a resolution authorizing the renewal of the agreement for professional services with CSG Consultants Inc. Salinas Fire Department is requesting an amendment to the current agreement, to include the additional scope of work for the project/construction management of renovation work for Fire Stations 1-6. Due to the expertise needed, staffing constraints, and competing priorities, the Fire Department needs construction/project management services to successfully expend ARPA funding by 2026.

BACKGROUND:

In 2017, the Salinas Fire Department contracted Wald Ruhnke & Dost Architects to conduct a Fire Station Improvement Feasibility Study and assist the City in meeting its immediate and future funding priorities. The study found that various levels of renovation and new construction are needed to tend to urgent deferred maintenance items and bring all fire stations into a state of good repair. In 2020, the Fire Department conducted a Standards of Cover Assessment that incorporated a capital asset assessment on fixed facilities. The study found all fire stations to be in fair to poor condition. In 2021, the City Council allocated \$2.9 million in ARPA funding toward renovating and repairing all fire stations. Due to staffing constraints and the level of expertise needed to manage construction projects, as well as the workload capacity of Public Works Engineering and Fire Administration, the outsourcing of the management of the projects is needed. Outsourcing the management of the projects will allow Salinas Fire to complete much-needed deferred maintenance repairs and improvements using ARPA funding. ARPA funds must be obligated by the City Council by December 31, 2024, and expended by December 31, 2026. After careful consideration of qualified vendors, Fire Administration requested and received a quote from CSG Consultants, an established City of Salinas vendor. CSG Consultants has been successfully providing building official, technical permitting, and inspection services for the City of Salinas Permit Services Center over the years.

CEQA CONSIDERATION:

Not a Project. The City of Salinas has determined that the proposed action is not a project as defined by the California Environmental Quality Act (CEQA) (CEQA Guidelines Section 15378). In addition, CEQA Guidelines Section 15061 includes the general rule that CEQA applies only to activities that have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. Because the proposed action and this matter have no potential to cause any effect on the environment, or because it falls within a category of activities excluded as projects pursuant to CEQA Guidelines section 15378, this matter is not a project. Because the matter does not cause a direct or foreseeable indirect physical change on or in the environment, this matter is not a project. Any subsequent discretionary projects resulting from this action will be assessed for CEQA applicability.

STRATEGIC PLAN INITIATIVE:

These actions support the Council's strategic goals of Infrastructure and Environmental Sustainability and Public Safety.

DEPARTMENTAL COORDINATION:

The Salinas Fire Department worked with the Legal Department to explore extending the agreement of a current vendor. Salinas Fire will work closely with City Administration, Public Works Engineering, and the Finance Department through the execution of the agreement, expending of funds, and renovation projects.

FISCAL AND SUSTAINABILITY IMPACT:

Funds are appropriated and available in the Fire Department's 3911- American Rescue Plan Act (ARPA) account.

ATTACHMENTS:

Resolution

Exhibit B: Scope of Services