

Agenda Report Reviewed by:
City Manager: 

CITY OF SEBASTOPOL
CITY COUNCIL
AGENDA ITEM

Meeting Date: February 2, 2021
To: Honorable Mayor and Honorable City Councilmembers
From: Daryl Phillips, Building Official; Joe Gaffney, City Engineer
Subject: Approval of Consulting Firm (Schaaf and Wheeler) for investigating and evaluating potential methods for providing flood protection for the SCCC, cost Not-to-Exceed \$14,070
Recommendation: City Council Approval to enter into agreement with Schaaf & Wheeler for investigating and evaluating potential methods for providing flood protection for the Sebastopol Community Cultural Center at a Not-to-Exceed cost of \$14,070
Funding: Currently Budgeted: Yes No N/A
Original Net General Fund Cost: \$ \$15,000
Project Budget was \$15,000; Consultant’s “Not-to-Exceed” amount is \$14,070
Funding: Flood Insurance and FEMA Money, Fund 103; Account Code: 700-23-51-9903; PM code 210212-09700

Costs authorized in City Approved Budget AK (verified by Administrative Services Department)

INTRODUCTION:

This item is to request the City Council discuss and approve enter into agreement with Schaaf & Wheeler for investigating and evaluating potential methods for providing flood protection for the Sebastopol Community Cultural Center at a Not-to-Exceed cost of \$14,070.

BACKGROUND:

In Mid-February 2019 the City suffered from a flood event causing damage to businesses, residences, and property near the City’s eastern boundary along the Laguna de Santa Rosa waterway. Due to this flood, the Sebastopol Cultural Community Center was severely damaged by flood waters that reached a depth of approximately 7 feet above ground floor height. For many months, the City worked with FEMA, Cal OES and the City’s insurance agents in an effort to rebuild the Community Center in kind, as to do any other substantial changes to the building from its pre-flood condition would trigger flood mitigation measures which would delay the repair and/or use of the Community Center.

The SCCC building and land are City property, although the SCCC is directed by a Board independent of the City. Thus, getting the SCCC repaired and back to full functioning is a shared endeavor. The City has worked to collect funds for repairs from numerous sources, including insurance reimbursement, state and federal flood mitigation money, and the City’s own funds. However, a complication is that many of these fund sources are restricted to

in-kind repairs only. Much of the anticipated work involves demolition and removal of damaged portions of the building, followed by repairs/replacement.

Since March 2019, staff has been working with the City's insurance provider for this building, Hartford Insurance, Redwood Empire Municipal Insurance Fund (REMIF) as well as seeking funds from FEMA and Cal OES in an effort to reduce to the cost to the City's General Fund. Based on the initial Architect's cost estimate of \$311,550, the Council authorized funding for this project from the insurance reimbursement, the City Building and Infrastructure Fund, and funding from the \$1.5 million flood recovery received from the State.

DISCUSSION:

Beginning late Spring 2019 and continuing through Summer/early Fall 2019 emergency repairs were performed, which included demolition of damaged areas and roof repairs. During Fall/early Winter 2019 the SCCC arranged for the project plans, done by Persinger Architects pro-bono as a service to the community. Where allowed and prudent, the bid plans called for repair methods and materials that would provide protection or greatly minimize damage risk for any potential floods. Based on the architect's estimates and design, on September 3, 2019, the City Council authorized City staff to solicit bids for in kind flood repairs to the Sebastopol Community Cultural Center (SCCC). Council authorized bidding the project, but because of very high bid prices coupled with some contractor issues with plan requirements, the City Council rejected all bids, and authorized a rebid. However, on subsequent consideration, the SCCC Board asked to hold any further bidding pending their analysis of needs and the building's future uses.

Subsequently, the SCCC Board determined that repairing the men's bathroom, and repairing the kitchen which would include upgrade to a commercial kitchen, were the best next steps to get the SCCC operating at its best efficiency and level of service to the community. To do so, the SCCC Board had plans for the bathroom prepared by Persinger Architects, and employed Northbay Kitchen Architects to prepare kitchen plans. The bathroom work is complete, and Earthtone is nearly finished with the kitchen.

The key next step would be to employ measures to protect the building against future floods. Several methods may be applicable: temporary bladder dams, poured in place concrete walls, or a wall made of pre-cast concrete components. There may be other methodologies the City is unaware of.

At its September 1, 2020 meeting the City Council authorized release of an RFP in order to select a consultant who would investigate various methods of flood control/prevention.

The major project components were:

1. Establish and verify data related to flood events, including depth of protection required.
2. Develop a list of possible flood protection measures.
3. Make a list of factors to consider in assessing any method/system.
4. Evaluate the possible flood protection measures using these factors.
5. Provide cost estimates for each potential measure.
6. Rank the several measures, and make a recommendation on which method/system is believed to be the most viable, including reasoning.
7. Clearly identify any risk factors, negative consequences, or serious problems requiring attention for each potential method/system.

The RFP was subsequently released, with proposals due November 5, 2020. A single proposal was received, from Schaaf & Wheeler. Their Not-to-Exceed cost estimate was \$14,070, which is within the project budget of \$15,000. City staff has reviewed the proposal and concluded it addresses all the key items as put forth in the RFP. Contract Building Official Daryl Phillips checked references and found them to be acceptable.

PUBLIC COMMENT:

As of the writing of this staff report, the City has not received any public comment. However, staff anticipates receiving public comment from interested parties following the publication and distribution of this staff report. Such comments will be provided to the City Council as supplemental materials before or at the meeting. In addition, public comments may be offered during the public comment portion of the agenda item.

PUBLIC NOTICE:

This item was noticed in accordance with the Ralph M. Brown Act and was available for public viewing and review at least 72 hours prior to schedule meeting date.

FISCAL IMPACT:

The estimated Not-to-Exceed price, \$14,070, is within the remaining SCCC project budget and allocated funding. Cost Account Code: 700-23-51-9903; PM code 210212-09700

RECOMMENDATION: That the City Council approve entering into agreement with Schaaf & Wheeler for investigating and evaluating potential methods for providing flood protection for the Sebastopol Community Cultural Center at a Not-to-Exceed cost of \$14,070.

ATTACHMENTS:

Cost estimate



Cost Proposal

| City of Sebastopol Community Cultural Center Floodproofing Analysis Labor Effort Estimate November 5, 2020 | | Schedule of Hours and Rates by Task | | |
|-------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------|-------------------------------------|------------------------|-----------------------------------|
| | | Schaaf & Wheeler | | <i>Schaaf & Wheeler Total</i> |
| | | Principal Project Manager | Senior Project Manager | |
| Task | <i>Hourly Rate</i> | \$240 | \$225 | |
| Task 1 | Background and Floodplain Analysis | 4 | 20 | \$ 5,460 |
| 1.1 | Background Research | - | 8 | \$ 1,800 |
| 1.2 | Kickoff and Site Meeting | 2 | 2 | \$ 930 |
| 1.3 | Floodplain Analysis | 2 | 8 | \$ 2,280 |
| 1.4 | FEMA Evaluation | - | 2 | \$ 450 |
| Task 2 | Alternatives Development | 2 | 20 | \$ 4,980 |
| 2.1 | Alternatives Development | 2 | 12 | \$ 3,180 |
| 2.2 | Decision Matrix | - | 8 | \$ 1,800 |
| Task 3 | Memorandum | 2 | 14 | \$ 3,630 |
| 3.1 | City Meeting | 1 | 2 | \$ 690 |
| 3.2 | Memorandum | 1 | 12 | \$ 2,940 |
| TOTAL | | 8 | 54 | \$ 14,070 |