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DEPARTMENT OF  
PUBLIC WORKS

OFFICE OF THE DIRECTOR

CITY OF SACRAMENTO  
CALIFORNIA

CITY HALL  
ROOM 207  
915 I STREET  
SACRAMENTO, CA  
95814-2673

June 20, 1989

916-449-5283

Joint Budget and Finance/Transportation  
Community Development Committees

Honorable Members in Session

**SUBJECT: AWARD CONTRACT TO PREPARE ENGINEERS REPORT FOR LANDSCAPE AND LIGHTING DISTRICT TO RAYMOND VAIL & ASSOCIATES IN THE AMOUNT OF \$67,000.00**

**SUMMARY**

The 1989-90 Proposed Budget includes \$2.8 million in new revenue from the establishment of a Landscape and Lighting District. A key requirement for establishing this district is the preparation of an engineers report. Staff requests that Raymond Vail and Associates be awarded a contract in the amount of \$67,000 to prepare this report.

**BACKGROUND**

On May 16, staff presented an overview of the new revenue enhancements contained in the 1989-90 Proposed Budget. Included in this presentation was a brief review of the Landscape and Lighting District. Staff advised the committee that they would initiate action to establish this district. Since that time staff has negotiated a time and materials contract with Raymond Vail and Associates to perform initial survey work needed to complete the Engineers Report by the July 8 deadline. Raymond Vail and Associates had been previously selected by the City in a competitive bid process to complete another large scale special district engineer's report the North Natomas Community Facilities District. Time limitations involved in this project precluded staff from initiating another bid process for this contract.

The scope of work for this agreement is primarily technical in nature. A requirement of the Landscape and Lighting District is that maps be prepared for each zone within the district. RVA technical staff are reviewing all City Lighting maps to prepare an overall master map of those parcels receiving street light service. In addition RVA engineers will assist the City in preparing the assessment methodology.

**FINANCIAL**

The contract will be expensed in the 1989-90 fiscal year. Until the district is officially formed, it will be necessary for the City to advance the funds for engineering and other services. All of these expenses will be recovered from the district upon formation.

It is proposed that \$67,000 needed to fund the contract with Raymond Vail and Associates be appropriated to the Fiscal Year 1988/89 Public Works Administration operating budget from the General Fund Contingency Reserve. It is anticipated that the district will be formed in the next twelve months, therefore, this is considered a short term advancement of funds and the calculation of available resources in the general fund is not affected.

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**POLICY CONSIDERATIONS**

None

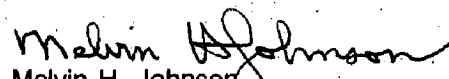
**MBE/WBE**

The proposed vendor, Raymond Vail and Associates, was selected for a City contract in a previous competitive billing process which was held in accordance with MBE/WBE guidelines

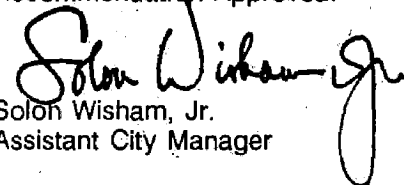
**RECOMMENDATION**

It is recommended that the Joint Committee approve this report and forward it to the City Council for adoption of the Resolution.

Respectfully submitted,

  
Melvin H. Johnson  
Director of Public Works

Recommendation Approved:

  
Solon Wisham, Jr.  
Assistant City Manager

Contact Person:

All Districts

Bill Farley, Administrative Services Officer - 449-2013

**RESOLUTION NO.**

ADOPTED BY THE SACRAMENTO CITY COUNCIL

ON DATE OF \_\_\_\_\_

**RESOLUTION AUTHORIZING THE CITY MANAGER  
TO EXECUTE AN AGREEMENT FOR  
ENGINEERING SERVICES IN CONNECTION  
WITH THE LIGHTING AND LANDSCAPING  
DISTRICT AND APPROPRIATION \$67,000**

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SACRAMENTO, THAT:

- 1. The City Manager and City Clerk be authorized and directed to execute an agreement with Raymond Vail and Associates in the amount of \$67,000 for the preparation of the engineer's report in connection with the formation of a landscape and lighting district.
- 2. Funding in the amount of \$67,000 be appropriated from the General Fund Contingency Reserve (101-710-7012-4999) to the Fiscal Year 88/89 Public Works Administration operating budget (101-310-3110-4258).

ATTEST:

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CITY CLERK

**FOR CITY CLERK USE ONLY**

RESOLUTION NO.: \_\_\_\_\_

DATE ADOPTED: \_\_\_\_\_