



City of Emeryville

CALIFORNIA

MEMORANDUM

DATE: June 20, 2017

TO: Carolyn Lehr, City Manager

FROM: Andrew Clough, Acting Public Works Director

SUBJECT: Resolution Of The City Council Of The City Of Emeryville Authorizing The City Manager To Enter Into A Professional Services Agreement With West Coast Code Consultants Inc. In An Amount Not To Exceed \$60,000 For Plan Check Services Related To Compliance With Provision C3 Of The Municipal Regional Permit Issued By The Regional Water Quality Control Board For Various Projects Within The City For Fiscal Year 2017-18

RECOMMENDATION

Staff recommends that the City Council authorize the City Manager to enter into a Professional Services Agreement with West Coast Code Consultants Inc. (WC3) in an amount not to exceed \$60,000 for plan check services related to compliance with provision C3 of the Municipal Regional Permit issued by the Regional Water Quality Control Board for various projects within the City for Fiscal Year 2017-18.

BACKGROUND

Stormwater "C3" plan checks are required in order to review the Low Impact Development (LID) Stormwater treatment designs that are imposed on development projects in provision C3 of the Municipal Regional Permit issued by the Regional Water Quality Control Board and by the City's Stormwater Ordinance. Provision C3 requires projects that create or replace 10,000 square feet or more of impervious surface, (5,000 square feet or more for projects that meet certain criteria) to include stormwater treatment measures that meet LID criteria. The plan check services are performed on a cost recovery basis and WC3's fees for this service are invoiced to the City on a time and materials basis.

The estimated cost for anticipated plan check services in fiscal year 2017-18 amounts to \$60,000. The proposed contract amount will be sufficient to cover the cost of anticipated projects plus a contingency for unanticipated projects that may need Stormwater plan check services.

Anticipated projects requiring plan checks for stormwater elements include:

- Marketplace Parcel G in-lieu projects
- Marketplace Parcel C2
- 3800 San Pablo Avenue
- Sherwin-Williams site

FISCAL IMPACT

There is no fiscal impact to the City as a result of the proposed contract given that the plan check services are billed to the applicant on a cost recovery basis.

STAFF COMMUNICATION WITH THE PUBLIC

No significant, non-routine contacts and meetings between senior staff and members of the public and/or the City's advisory bodies has taken place relative to this contract.

CONCLUSION

In order to maintain compliance with the City's Municipal Regional National Pollutant Discharge Elimination System Permit, all projects and treatment measures covered by the C.3 "New Development and Redevelopment" requirements must be reviewed and approved. WC3 is uniquely qualified to perform this work for the City of Emeryville, given their extensive knowledge of the County's and City's requirements.

PREPARED BY: Nancy Humphrey, Environmental Programs Supervisor

**APPROVED AND FORWARDED TO THE
CITY COUNCIL OF THE CITY OF EMERYVILLE:**



Carolyn Lehr, City Manager

ATTACHMENTS

1. Resolution
2. Professional Services Agreement, WC3 C3 Plan Check Services