

**CITY OF SEBASTOPOL CITY COUNCIL****AGENDA ITEM REPORT FOR MEETING OF: October 20, 2026**

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To: Honorable Mayor and City Councilmembers
From: Oriana Hart, Public Works Director
Department: Public Works
Subject: Approval of Task Order 3 with DCCM for design and engineering of the Eastside Avenue and South Avenue Reconstruction Project

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RECOMMENDATIONS:

That the City Council adopt a resolution approving Task Order 3 with DCCM Infrastructure under the City's Master Services Agreement for professional engineering design services for the Eastside Avenue and South Avenue Reconstruction Project in an amount not to exceed \$56,143 and authorize the City Manager to execute Task Order 3.

PROCESS OF AGENDA ITEM:

If the item remains on the Consent Calendar, no presentation is required, and the item will be approved as part of the Consent Calendar. If the item is removed from the Consent Calendar, it will be heard as a regular agenda item and will proceed as follows

- Presentation by staff
- Council questions and discussion
- Public comment
- Council deliberation and action

EXECUTIVE SUMMARY:

On September 15, 2026, the City Council approved the proposed multi-year paving strategy and directed staff to proceed with the FY 2026-27 reconstruction of Eastside Avenue and South Avenue. The City's pavement prioritization analysis identified Eastside Avenue and South Avenue as the highest priorities for major reconstruction because both streets have very low pavement condition ratings and have reached a condition where reconstruction is warranted. The City is proposing to proceed with professional engineering design services for the Eastside Avenue and South Avenue Reconstruction Project through Task Order 3 with DCCM Infrastructure under the City's Master Services Agreement. The project will coordinate roadway improvements with replacement of the existing water and sewer infrastructure and will include two ADA curb ramps and a pedestrian crossing at the intersection of Eastside Avenue and Palm Avenue. DCCM's scope includes project management, field investigation and surveying, utility coordination, preparation of plans and specifications, development of the Engineer's Estimate, and assistance with bidding and construction support. The design will provide the information needed to advance the project to construction and establish the project's anticipated costs.

BACKGROUND:

The City's Pavement Management Plan and supplemental prioritization analysis identified Eastside Avenue and South Avenue as the highest priorities for major reconstruction. Eastside Avenue has a PCI of 6, and South Avenue has a PCI of 5. Both streets are identified for reconstruction in FY 2026-27. On September 15, 2026, the City Council approved the proposed multi-year paving strategy and directed staff to proceed with the FY 2026-27 reconstruction of Eastside Avenue and South Avenue. The City's pavement prioritization process considered more than pavement conditions alone. The analysis also considered factors including Safe Routes to School and Active Transportation, major roadway function, bicycle network connections, parcels served, and coordination with underground infrastructure. Sewer and water priorities were incorporated to help avoid making a significant pavement investment on a street that may soon require excavation for utility improvements. Coordinating the roadway reconstruction with water and sewer replacement will allow the City to address these improvements together and avoid cutting into newly reconstructed pavement.



The need for sewer improvements on Eastside Avenue has also been identified for many years. The City's 2005 Sanitary Sewer System Utility Master Plan identified the Eastside Avenue sewer main as the highest-priority severely deteriorated sewer line requiring replacement. The Master Plan identified approximately 250 feet of 6-inch sewer main on Eastside Avenue for replacement due to deterioration and structural concerns. The proposed project will include full-depth roadway reconstruction for Eastside Avenue and South Avenue, replacement of the existing water and sewer mains within the project limits, two ADA curb ramps, and a pedestrian crossing at the Eastside Avenue and Palm Avenue intersection. The final limits and design details will be established during the design process based on field conditions, survey information, utility coordination, and applicable accessibility requirements.

The services will be performed under Task Order 3 pursuant to the City's Master Services Agreement with DCCM Infrastructure. DCCM will prepare complete, bid-ready construction documents for the roadway, water, sewer, and associated accessibility improvements. The design will include construction plans, technical specifications, an Engineer's Estimate, bid schedule, and quantity calculations. The proposal approach also includes coordination with utility companies, field review, topographic survey, multiple design submittals, bid assistance, and limited engineering support during construction.

Scope of Services

The proposed scope of services will include the following:

- Project management, coordination, kickoff and progress meetings, and project administration.
- Review of available background information, City records, utility information, and coordination with affected utility companies.
- Field review and documentation of existing conditions including roadway, drainage, utilities, curb ramps, sidewalks, driveways, and other features relevant to the project.
- Topographic survey of the project areas and the Eastside Avenue/Palm Avenue intersection sufficient to design the roadway, utility, ADA curb ramp, and pedestrian crossing improvements.
- Preparation of 60%, 90%, and 100% plans, technical specifications, engineer's opinion of probable construction cost, quantity calculations, and bid schedule.
- Design of pavement reconstruction and coordinated water and sewer main replacement.
- Design of two ADA curb ramps and a pedestrian crossing at Eastside Avenue and Palm Avenue.
- Bid assistance, including responses to bidder questions and preparation of addenda as needed.
- Engineering services during construction, including responses to contractor RFIs and review of material submittals for general conformance with the contract documents.

DISCUSSION:

The proposed design services will advance the FY 2026-27 reconstruction of Eastside Avenue and South Avenue, consistent with the multi-year paving strategy approved by the City Council on September 15, 2026. Completing the roadway reconstruction in coordination with water and sewer main replacements will allow the City to address pavement and underground infrastructure needs as part of a single project, reduce the likelihood of future pavement cuts, and improve the long-term condition and reliability of these public assets.

Under Task Order 3 of the City's Master Services Agreement with DCCM Infrastructure, DCCM will prepare complete, bid-ready construction documents for the proposed improvements. The scope includes design of the roadway reconstruction, water and sewer main replacements, ADA curb ramps, and a pedestrian crossing at the Eastside Avenue and Palm Avenue intersection. Services will also include field review, topographic survey, utility coordination, preparation of technical specifications and an Engineer's Estimate, bid assistance, and limited engineering support during construction. The design process will establish the final project limits and construction details based on existing field conditions, survey information, utility requirements, and applicable accessibility standards. Completion of these design services will position the City to solicit construction bids and proceed with the planned FY 2026-27 improvements.



STAFF ANALYSIS:

Proceeding with the design at this time will allow the City to coordinate the roadway, water, sewer, and accessibility improvements into a single construction package. Completing the design before advertising will establish the final project limits, quantities, specifications, and Engineer's Estimate needed to determine the construction cost and prepare the project for bidding. The pavement improvements are included in the FY 2026-27 Capital Improvement Program approved by the City Council July 7, 2026 as the FY27 Citywide Pavement Improvement Program (CIP# 0521-25.05). The pavement funding will be used for the roadway improvements, while the water and sewer improvements will be funded through their respective enterprise funds. The DCCM design services will be allocated among the applicable project funds based on the final project scope.

Table 1: Adopted 2027 CIP Program Budget

	Adopted Amount	Anticipated Cost
FY27 Citywide Pavement Improvement Program (CIP# 0521-25.05)	\$612,000	
Engineering and Design Paving		\$75,000
Construction		\$475,000
Construction management		\$50,000
Total	\$612,800	\$600,000
Wastewater System Replacement Program (CIP# 0616-24.08)	\$378,743	
Wastewater Replacement Engineering and Design		\$25,000
Wastewater Replacement Construction		\$200,000
Total	\$378,743	\$225,000

CITY COUNCIL GOALS/PRIORITIES/AND OR GENERAL PLAN CONSISTENCY:

This agenda item represents the City Council goals/priorities as follows:

- Goal 3 – Infrastructure. Maintaining high quality infrastructure, facilities and services includes repairing/ replacing outdated city facilities, improving streets, stormwater and wastewater infrastructure.

This agenda item represents the City Council General Plan Consistency (if applicable):

- Circulation CIR 1-11: Provide high quality regular maintenance for existing and future transportation facilities including streets, sidewalk, and paths.

PUBLIC COMMENT:

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

COMMUNITY OUTREACH:

This item has been noticed in accordance with the Ralph M. Brown Act and was available for public viewing and review at least 72 hours prior to the scheduled meeting date. As of the writing of this staff report, the City has not received any public comment on this item. However, if staff receives 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 this item.



FISCAL IMPACT:

The cost of Task Order 3 will be allocated among the City's pavement, water, and wastewater capital improvement programs based on the project scope. The roadway improvements will be funded through the FY 2026-27 Citywide Pavement Improvement Program (CIP #0521-25.05), and the water and sewer improvements will be funded through their respective enterprise funds. Approval of the task order will authorize expenditures not to exceed \$56,143.

RESTATED RECOMMENDATION:

That the City Council adopt a resolution approving Task Order 3 with DCCM Infrastructure under the City's Master Services Agreement for professional engineering design services for the Eastside Avenue and South Avenue Reconstruction Project, in an amount not to exceed \$56,143, and authorize the City Manager to execute Task Order 3.

CITY COUNCIL OPTION(S):

1. Approve the recommendation. Adopt the resolution approving Task Order 3 with DCCM Infrastructure for professional engineering design services for the Eastside Avenue and South Avenue Reconstruction Project and authorize the City Manager to execute the Task Order.
2. Do not approve the recommendation. Decline to approve Task Order 3 and direct staff to determine an alternative approach for advancing the Eastside Avenue and South Avenue Reconstruction Project.

ATTACHMENT(S):

- 1 – Resolution
- 2 – Task Order 3

APPROVALS:

Department Head Approval:	Approval Date: 10/5/26
CEQA Determination (Planning):	Approval Date: N/A
Administrative Services (Financial)	Approval Date: 10/13/26
Costs authorized in City Approved Budget:	☒ Yes ☐ No ☐ N/A
Account Code (If applicable)	
City Attorney Approval:	Approval Date: 10/13/26
City Manager Approval:	Approval Date: 10/13/26

CITY OF SEBASTOPOL
RESOLUTION NO. XXXX-2026

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEBASTOPOL APPROVING TASK ORDER 3 WITH DCCM INFRASTRUCTURE FOR PROFESSIONAL ENGINEERING DESIGN SERVICES FOR THE EASTSIDE AVENUE AND SOUTH AVENUE RECONSTRUCTION PROJECT IN AN AMOUNT NOT TO EXCEED \$56,143 AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE TASK ORDER

WHEREAS, the City of Sebastopol's Pavement Management Plan and supplemental prioritization analysis identified Eastside Avenue and South Avenue as the highest priorities for major roadway reconstruction due to their severely deteriorated pavement conditions; and

WHEREAS, on September 15, 2026, the City Council approved the proposed multi-year paving strategy and directed staff to proceed with the FY 2026-27 reconstruction of Eastside Avenue and South Avenue; and

WHEREAS, the proposed project will coordinate full depth roadway reconstruction with replacement of existing water and sewer infrastructure, including two ADA curb ramps and a pedestrian crossing at the intersection of Eastside Avenue and Palm Avenue; and

WHEREAS, the City desires to retain DCCM Infrastructure to provide professional engineering design services under Task Order 3 pursuant to the City's existing Master Services Agreement, including field investigation, surveying, utility coordination, preparation of plans and specifications, development of the Engineer's Estimate, bidding assistance, and limited engineering support during construction; and

WHEREAS, the proposed Task Order 3 will provide the design documents necessary to advance the project to construction and establish anticipated construction costs; and

WHEREAS, the cost of Task Order 3 will not exceed \$56,143 and will be allocated among the City's pavement, water, and wastewater capital improvement programs based on the project scope.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Sebastopol approves Task Order 3 with DCCM Infrastructure in an amount not to exceed \$56,143 and authorizes the City Manager to execute the task order.

The above and foregoing Resolution was duly passed, approved, and adopted at a meeting by the City Council on the 20th day of October 2026.

I, the undersigned, hereby certify that the foregoing Resolution was duly adopted by the City of Sebastopol City Council by the following vote:

VOTE:

Ayes:

Noes:

Abstain:

Absent:

APPROVED: _____
Mayor Jill McLewis

ATTEST: _____
Mary Gourley, City Manager

APPROVED AS TO FORM: _____
Alex Mog, City Attorney

**TASK ORDER 3
BETWEEN THE
CITY OF SEBASTOPOL AND DCCM INFRASTRUCTURE, INC.
PROFESSIONAL SERVICES for
EASTSIDE AVENUE AND SOUTH STREET REHABILITATION PROJECT**

This Task Order is entered into under the terms and provisions of the On-Call Professional Services Agreement ("Master Agreement") dated July 21, 2025, between the City of Sebastopol and DCCM Infrastructure, Inc. ("Consultant"). The Scope, Fee Estimate and Schedule are summarized below and detailed on the Proposal dated October 9, 2026, and attached as Exhibit A.

SCOPE

Project management, coordination, kickoff and progress meetings, and project administration. Review of available background information, City records, utility information, and coordination with affected utility companies. Field review and documentation of existing conditions including roadway, drainage, utilities, curb ramps, sidewalks, driveways, and other features relevant to the project. Topographic survey of the project areas and the Eastside Avenue/Palm Avenue intersection sufficient to design the roadway, utility, ADA curb ramp, and pedestrian crossing improvements. Preparation of 60%, 90%, and 100% plans, technical specifications, engineer's opinion of probable construction cost, quantity calculations, and bid schedule. Design of pavement reconstruction and coordinated water and sewer main replacement. Design of two ADA curb ramps and a pedestrian crossing at Eastside Avenue and Palm Avenue. Bid assistance, including responses to bidder questions and preparation of addenda as needed. Engineering services during construction, including responses to contractor RFIs and review of material submittals for general conformance with the contract documents.

FEE ESTIMATE

Amount of this Task Order is not to exceed **\$56,143.00**.

A copy of the Consultant's Fee Schedule is attached to the Proposal in Exhibit A.

SCHEDULE

This Task Order assignment is for services through June 30, 2027, or as may be extended by written mutual agreement.

Prior to incurring any costs in excess of this "Not to Exceed" amount, Consultant shall provide a written request for compensation for extra work, with an estimate of the additional anticipated cost. City assumes no responsibility for compensation of extra work performed by Consultant without prior notification and written approval of the City.

Prior to commencement of work, Consultant shall provide the required insurance and endorsements as amended and in accordance with the Master Agreement.

All other terms and conditions of the Master Agreement are hereby incorporated by reference and made a part of this Contract.

APPROVED:

CITY OF SEBASTOPOL

DCCM

Mary Gourley
City Manager

Heidi Utterback, PE
Principal

Date: _____

Date: _____

Oriana Hart
Public Works Director