

CITY OF CLOVERDALE

CITY COUNCIL

RESOLUTION NO. 016 –2022

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLOVERDALE AMENDING THE FY 2021-22 BUDGET AND AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT WITH MOE ENGINEERING FOR PROJECT MANAGEMENT AND TO PURCHASE A PREFABRICATED RESTROOM FACILITY.

WHEREAS, the City Council directed staff to install a traditional restroom as opposed to the Portland Loo that was previously budgeted; and

WHEREAS, MOE Engineering is qualified to provide project management; and

WHEREAS, \$175,000 was budgeted in FY 21-22 from Quimby Act Funds (Fund 504). The estimated cost for the traditional restroom and project management is \$298,645. The additional \$123,645 would be funded from Parks and Recreation Impact Fees (Fund 506). The estimated fund balance, after funding this project, in Fund 506 is \$700,000 and approximately \$96,000 in Fund 504.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Cloverdale hereby approves a contract with MOE Engineering and authorizes the City Manager to execute said agreement on behalf of the City and further approves the purchase of a prefabricated restroom facility to be located in the Cloverdale City Plaza

The foregoing Resolution No. 016-2022 was duly introduced and adopted by the City Council of the City of Cloverdale at its regular meeting held on the 9th day of February 2022, by the following roll call vote: 4-Ayes, 1-Noes.

Ayes: (4) Councilmember Palla, Vice Mayor Wolter, Councilmember Bagby, Mayor Lands
Noes: (1) Councilmember Cruz
Absent: (0)
Abstaining: (0)

APPROVED:

ATTEST:



Todd Lands, Mayor



Jill Garibaldi, City Clerk



CITY OF
CLOVERDALE

Budget Amendment Form

Requesting Department	Prepared By	Date Prepared
Parks	Susie Holmes	February 2, 2022

REVENUES AND OTHER FINANCING SOURCES

Account Description	Fund	Dept	Account No.	Amendment Amount
REVENUE TOTAL				-

EXPENDITURES AND OTHER FINANCING USES

Account Description	Fund	Dept	Account No.	Amendment Amount
Parks and Recreation Impact Fees	508	40.000	49130.000	123,645
EXPENDITURE TOTAL				123,645

PURPOSE

Budget amendment to cover additional costs for the Cloverdale City Plaza
restroom planning and construction

Department Head	Date	Finance Director	Date
		Susie Holmes	2/2/2022

City Manager	Date	Entered by	Date

City of Cloverdale
 Cloverdale Plaza Bathroom
 Estimated Level of Effort

Moe Engineering, Inc.		
Date:		2/11/2022
Job No. 2022-006		

Category	Labor Cost				Field Survey Crew (2-person)	Task	Project
	Principal	Sr. Eng./LS	Assoc. Eng./Inspect	Assistant Engineer			
Rate	\$ 232.00	\$ 203.00	\$ 175.00	\$ 156.00	\$ 348.00	Amount	Total

Task 1 - Project Setup

Item	Description	Hours	Principal	Sr. Eng./LS	Assoc. Eng./Inspect	Assistant Engineer	Field Survey Crew (2-person)	Task	Project
1.1	Project Setup	2				6			
		Amount	\$ 464.00	\$ -	\$ -	\$ 936.00		\$ 1,400.00	
1.2	Meetings - up to 2 each	4				4			
		Amount	\$ 928.00	\$ -	\$ -	\$ 624.00		\$ 1,552.00	
1.3									
		Amount	\$ -	\$ -	\$ -	\$ -		\$ -	

Subtotal Task 1 \$ 2,952.00

Task 2 - Topographic Survey and Mapping as Base for Improvement Plans

Item	Description	Hours	Principal	Sr. Eng./LS	Assoc. Eng./Inspect	Assistant Engineer	Field Survey Crew (2-person)	Task	Project
2.1	Set up & Field Survey	2				4	6		
		Amount	\$ -	\$ 406.00	\$ -	\$ 624.00	\$ 936.00	\$ 1,966.00	
2.2	Data Download & Mapping	1		2		8			
		Amount	\$ 232.00	\$ 406.00	\$ -	\$ 1,248.00	\$ -	\$ 1,886.00	
2.3	Mileage & Reimbursables								
		Amount	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100.00	

Subtotal Task 2 \$ 3,952.00

Task 3 - Develop Plans, Specifications & Estimate (PS&E) for Construction

Item	Description	Hours	Principal	Sr. Eng./LS	Assoc. Eng./Inspect	Assistant Engineer	Field Survey Crew (2-person)	Task	Project
3.1	Design/Draft Plan Sheets	2		8		40			
		Amount	\$ 464.00	\$ 1,624.00	\$ -	\$ 6,240.00		\$ 8,328.00	
3.2	Prepare Technical Specifications	2		8		16			
		Amount	\$ 464.00	\$ 1,624.00	\$ -	\$ 2,496.00		\$ 4,584.00	
3.3	Prepare Construction Cost Estimate	2		4		8			
		Amount	\$ 464.00	\$ 812.00	\$ -	\$ 1,248.00		\$ 2,524.00	

Subtotal Task 3 \$ 15,436.00

Total PS&E	\$ 22,340.00
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Task 4 - Bid Process Management

Item	Description	Hours	Principal	Sr. Eng./LS	Assoc. Eng./Inspect	Assistant Engineer	Field Survey Crew (2-person)	Task	Project
4.1	Advertising / Solicitation of Bids / RFI response	2			8				
		Amount	\$ 464.00	\$ -	\$ 1,400.00	\$ -		\$ 1,864.00	
4.2	Bid Tabulation / Analysis / Award Recommendation	2			6				
		Amount	\$ 464.00	\$ -	\$ 1,050.00	\$ -		\$ 1,514.00	

Subtotal Task 4 \$ 3,378.00

Task 5 - Construction Management & Inspection

Item	Description	Hours	Principal	Sr. Eng./LS	Assoc. Eng./Inspect	Assistant Engineer	Field Survey Crew (2-person)	Task	Project
5.1	Field review & Construction Management	2		8					
		Amount	\$ 464.00	\$ 1,624.00	\$ -	\$ -		\$ 2,088.00	
5.2	Inspections (assume 4 weeks @ 10hrs/week)	2			40				
		Amount	\$ 464.00	\$ -	\$ 7,000.00	\$ -		\$ 7,464.00	
5.3	Project close out	2		4	4				
		Amount	\$ 464.00	\$ 812.00	\$ 700.00	\$ -		\$ 1,976.00	
5.4	Mileage & Reimbursables								
		Amount	\$ -	\$ -	\$ -	\$ -		\$ 250.00	

Subtotal Task 5 \$ 11,778.00

Total Advertise, CM & Inspection	\$ 15,156.00
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Total - All Tasks	\$ 37,496.00
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