



Staff Report

RESOLUTION APPROVING AMENDMENT NO.1 TO THE PROFESSIONAL SERVICES AGREEMENT WITH NINYO AND MOORE IN AN AMOUNT NOT TO EXCEED \$29,400 FOR ENVIRONMENTAL CONSULTING SERVICES FOR THE OLD BELMONT FIRE STATION AT 875 O'NEILL AVENUE

Honorable Chair and Directors:

Summary

Redevelopment Agency approval is requested to execute Professional Services Agreement Amendment No. 1 with Ninyo & Moore for Environmental Consulting Services, to implement a Site Assessment Workplan, and prepare a Site Assessment Report Submittal for the Old Belmont Fire Station, 875 O'Neill Avenue, Belmont, California. The City of Belmont is the owner of the parcel and is responsible for the investigation and cleanup of fuel released from two vehicle fuel tanks removed in the 1970's and one diesel heating fuel tank removed in 1997.

Background

On August 12, 2008, the Redevelopment Agency authorized approval of a Professional Services Agreement with Ninyo & Moore to perform Environmental Testing at the Old Belmont Fire Station. The results of the testing were submitted to the Groundwater Protection Program of the San Mateo County Health Services Agency (HSA). The results of the initial testing indicated that a Low Risk closure of the site was recommended, and required the submittal of a subsequent workplan for HSA approval of further testing to implement the site closure. This workplan included further vapor analysis and may require a Sensitive Receptor Survey, in accordance with the procedures and regulations for approval of a Low Risk site closure. Ninyo and Moore submitted a Site Assessment Workplan to HSA dated December 16, 2008 and subsequent Site Assessment Workplan Addendum dated January 23, 2009. The proposed Professional Services Agreement Amendment is to implement the proposed workplan and its addendum. The proposed work has been coordinated with development plans for Firehouse Square, a Redevelopment Agency target area.

An access agreement will be approved to implement the scope of work as proposed. The work will include specific components required for site closure and will be implemented in conformance with the Underground Storage Tank fund, to allow for fund reimbursement for some work.

The Public Works Department previously solicited for proposals from more than seventy consulting firms. The City received six proposals, and selected Ninyo & Moore to complete the

the work.

General Plan/Vision Statement

Approval of this work enhances public safety consistent with the City of Belmont Vision that our small town ambience sets it apart as a tranquil, safe, and desirable place to live. The project also supports current economic development plans for Firehouse Square.

Fiscal Impact

The value of the professional services agreement with Ninyo & Moore is not to exceed \$29,400.00 as shown on the scope of work, Exhibit A.

Funding will be drawn from Low and Moderate Income Housing Account 822-4633-9552-9020. Staff will apply for reimbursement of the actual cost from the State Underground Storage Tank Cleanup Fund after the work is complete.

Public Contact

Public contact consists of posting the Redevelopment Agency agenda.

Recommendation

Redevelopment Agency approval is requested to complete a Professional Services Agreement Amendment No. 1 with Ninyo & Moore for Environmental Consulting Services, and Implementation of a Site Assessment and Sensitive Receptor Survey Workplan, and Site Assessment Report for Old Belmont Fire Station, 875 O'Neill Avenue, Belmont, California.

Alternatives

1. Take no action.
2. Refer back to staff for additional information.
3. Deny approval.

Attachments

- A. Resolution
- B. Exhibit A

Respectfully submitted,

Karen Borrmann
City Engineer

Raymond E. Davis III, PE, PTOE
Director of Public Works

Jack R. Crist
City Manager

Staff Contact:

Karen Borrmann
Assistant Director of Public Works
(650) 595-7459
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REDEVELOPMENT AGENCY RESOLUTION NO. _____

**RESOLUTION OF THE REDEVELOPMENT AGENCY OF THE CITY OF BELMONT
APPROVING AMENDMENT NO. 1 TO THE PROFESSIONAL SERVICES
AGREEMENT WITH NINYO AND MOORE IN AN AMOUNT NOT TO EXCEED
\$29,400 FOR ENVIRONMENTAL CONSULTING SERVICES FOR THE OLD
BELMONT FIRE STATION AT 875 O'NEILL AVENUE**

WHEREAS, the City requires a qualified and experienced environmental consultant to conduct the environmental investigation and submit a report for the Site Assessment for the Old Belmont Fire Station at 875 O'Neill Avenue based on a work plan approved by the San Mateo County Health Services Agency; and,

WHEREAS, Ninyo & Moore is qualified to performed this work; and,

WHEREAS, Ninyo and Moore has submitted an acceptable proposal for environmental investigation and has signed a Professional Services Agreement and agreed to do the investigative work.

NOW, THEREFORE, BE IT RESOLVED:

1. The Redevelopment Agency of the City of Belmont directs the Executive Director to execute Amendment No. 1 to the Professional Services Agreement with Ninyo & Moore, approved as to form by the City Attorney, in an amount not to exceed \$29,400 and directs the Agency Secretary to affix her signature thereto.
2. Funding for this agreement Amendment is from Low and Moderate Income Housing Account 822-4633-9552-9020.

* * * * *

I hereby certify that the foregoing Resolution was duly and regularly passed and adopted by the Redevelopment Agency of the City of Belmont at a regular meeting thereof held on February 10, 2009, by the following vote:

AYES, DIRECTOR(S): _____

NOES, DIRECTORS(S): _____

ABSTAIN, DIRECTORS(S): _____

ABSENT, DIRECTORS(S): _____

Secretary, Redevelopment Agency

APPROVED:

Chair, Redevelopment Agency

EXHIBIT A

Work is to be performed as shown on the Proposal and Cost Estimate for Environmental Consulting Services, Implementation of a Site Assessment Workplan, Old Belmont Fire Station, 875 O'Neill Avenue, Belmont, California, prepared by Ninyo and Moore dated January 23, 2009, as may be amended to reflect requirements of the San Mateo County Health Services Agency and approved by the City of Belmont. The hourly rate is as shown on the enclosed proposal. The maximum amount is not to exceed \$29,400.

January 23, 2009
Proposal No. P-81215

Ms. Karen Borrmann
Assistant Director of Public Works/City Engineer
City of Belmont
One Twin Pines Lane, Suite 385
Belmont, California 94002-3867

Subject: Proposal and Cost Estimate for Environmental Consulting Services
Implementation of a Site Assessment Workplan
Old Belmont Fire Station
875 O'Neill Avenue, Belmont, California.

Dear Ms. Borrmann:

We appreciate the opportunity to provide environmental consulting services to the City of Belmont for the Old Belmont Fire Station site located at 875 O'Neill Avenue, Belmont, California. We have enjoyed working with the City for the initial phases of the project and look forward to progressing toward site closure with the implementation of the proposed site assessment activities. Our proposed scope of services is discussed below.

SCOPE OF SERVICES

Ninyo & Moore proposes to implement site assessment activities in accordance with our *Site Assessment and Sensitive Receptor Survey Workplan* (workplan) dated December 16, 2008, and our *Site Assessment Workplan Addendum* (addendum) dated January 23, 2009, which were submitted to the San Mateo County Health Department (SMCHD) via GeoTracker.

The SMCHD conditionally approved the workplan and, pending SMCHD approval of the addendum, we will perform pre-field preparations and site assessment activities for the purpose of collecting subsurface data (soil, groundwater, and soil vapor) needed to evaluate the magnitude and extent of petroleum hydrocarbon contamination associated with the former underground storage tanks and piping at the site.

To implement the site assessment activities, pre-field preparations are needed. We will perform the following pre-field preparations: obtain drilling permits from SMCHD; attempt to obtain an access agreement to drill soil boring on the property located at 1324 El Camino Real;

coordinate with the property owner of 1322 El Camino Real to obtain access for additional work under the current access agreement, mark out soil borings and obtain an Underground Services Alert dig-ticket; perform utility location for the purpose of Health and Safety; and notify the appropriate parties of the site assessment schedule.

We currently plan on performing the following activities as specified in the workplan and the addendum: drill at least five and up to eleven soil borings for soil and groundwater sampling, install five semi-permanent soil vapor wells, collect soil vapor samples, perform laboratory analysis for constituents of concern in soil, groundwater, and soil vapor samples, and for leak detection compounds in soil vapor samples, and coordinate disposal and removal of investigation derived waste. Since the purpose of the soil borings is to delineate the lateral extent of petroleum hydrocarbons in soil and groundwater, we will only drill borings as needed. Field observations including photo-ionization detector screening data will be used to determine if additional borings should be drilled.

Following completion of site assessment field activities, we will prepare and submit a *Site Assessment Report* which will document the field methods, present the investigation findings, and provide our conclusions and recommendations with respect to progressing toward site closure.

FEE ESTIMATE

Our environmental services will be provided on a time-and-materials basis in accordance with the current California UST Cleanup Fund Rates to maintain eligibility for reimbursement. We estimate that our fee for the scope of services outlined above will be approximately **\$29,400.00** (Twenty Nine Thousand Four Hundred Dollars) as presented in the attached breakdown of estimated fees.

To acknowledge your acceptance of our proposal, please forward the appropriate written authorization to us at your earliest convenience.

We look forward to the opportunity to assist the City of Belmont with this project.

Respectfully submitted,
NINYO & MOORE



Cem R. Atabek
Staff Environmental Engineer



Kris M. Larson, P.G.
Senior Environmental Geologist

CRA/KML/dhi

Attachments: Breakdown of Estimated Fees

Distribution: (1) Addressee

TABLE 1 - BREAKDOWN OF ESTIMATED FEE

IMPLEMENT SITE ASSESSMENT PREFIELD PREPARATIONS	#	unit	rate	markup (%)	subtotal
Labor					
Project Manager - obtain access agreements, project coordination	6	hours	\$120.00	0	\$ 720.00
Staff Geologist/Engineer/Environmental Scientist - permits, utility location	15	hours	\$90.00	0	\$ 1,350.00
Expenses					
Field Vehicle Usage	60	mile	\$0.50	0	\$ 30.00
SMCo. HSA Drilling Permit - Advance Soil Borings at Site/Civic Lane	1	ea	\$528.00	15	\$ 607.20
SMCo. HSA Drilling Permit - Advance Offsite Soil Borings - 1322 & 1324 El Camino Real	2	ea	\$528.00	15	\$ 1,214.40
Subcontractor Expenses					
Subsurface Utility Locator	1	ea	\$500.00	15	\$ 575.00
Subtotal \$					4,496.60
IMPLEMENT WORKPLAN SITE ASSESSMENT FIELD ACTIVITIES					
#	unit	rate	markup (%)	subtotal	
Field Labor					
Project Manager	6	hours	\$120.00	0	\$ 720.00
Staff Geologist/Environmental Scientist	36	hours	\$90.00	0	\$ 3,240.00
Field Expenses					
Field Vehicle Usage	180	mile	\$0.50	0	\$ 90.00
Photoionization Detector (PID) Usage	2	days	\$125.00	0	\$ 250.00
Water Pump Usage	2	days	\$50.00	0	\$ 100.00
Water Level Meter Usage	2	days	\$50.00	0	\$ 100.00
Misc. Field Supplies	3	day	\$25.00	0	\$ 75.00
Soil Vapor Sampling Supplies (Stainless Steel Implant, Swagelock Valve, Teflon Tubing)_	5	each	\$120.00	15	\$ 690.00
Field Activities - Subcontractor Expenses					
Drilling Subcontractor	1	estimate	\$7,000.00	15	\$ 8,050.00
Waste Disposal Subcontractor (price per drum assuming non-haz)	2	drums	\$120.00	15	\$ 276.00
Analytical Laboratory Expenses					
Soil Sample Analysis for TPHd/TPHmo by EPA 8015	20	each	\$45.00	15	\$ 1,035.00
Soil Sample Analysis forTPHg/BTEX EPA 8015C/8021B	20	each	\$45.00	15	\$ 1,035.00
Grab Groundwater Sample Anaysis for TPHd/TPHmo by EPA 8015C	8	each	\$45.00	15	\$ 414.00
Grab Groundwater Sample Anaysis for TPHg/BTEX by EPA 8015C/8021B	8	each	\$45.00	15	\$ 414.00
Soil Vapor Sample Anaysis for TPHg/VOCs by EPA TO-15	6	each	\$220.00	15	\$ 1,518.00
Soil Vapor Sample Anaysis for Isopropanol by EPA TO-15 (Tedlar Bag)	5	each	\$75.00	15	\$ 431.25
Soil Vapor Sample Analysis for fixed gases (Oxygen, Carbon Dioxide, Methane)	6	each	\$165.00	15	\$ 1,138.50
Geotracker EDF Charge	1	each	\$25.00	15	\$ 28.75
Subtotal \$					19,605.50
SITE ASSESSMENT REPORT					
#	unit	rate	markup (%)	subtotal	
Principal Engineer/Geologist/Environmental Scientist	4	hours	\$145.00	0	\$ 580.00
Project Manager	12	hours	\$120.00	0	\$ 1,440.00
Staff Geologist	25	hours	\$90.00	0	\$ 2,250.00
Technical Illustrator/CAD Operator	10	hours	\$78.00	0	\$ 780.00
Data Processing, Technical Editing, or Reproduction	4	hours	\$58.00	0	\$ 232.00
Subtotal \$					5,282.00
TOTAL ESTIMATED FEE				\$	29,384.10