



City of Biggs

Agenda Item for the
Next regular City Council Meeting
February 9, 2016 at 6:30pm

**To: Honorable Mayor
And Members of the City Council**

Date: February 3, 2016

From: Trin Campos, PE – City Engineer

Subject: Task Order No. 37 to the WWTP Land Acquisition Agreement Dated May 8, 2012 for the City's Map and Legal Descriptions for Annexation

Background

With the approximately 160 acres of land purchased for the land application of the WWTP effluent as part of the WWTP upgrades, the City needs to annex this land and other miscellaneous nearby land into the City Limits boundary.

LAFCO and the Board of Equalization require separate documents be prepared using their special requirements. Specifically, they want a plat and legal description of the area to be annexed as well as a legal description for each individual property. There are 4 properties included in the annexation:

- The 160 acres south of the WWTP now owned by the City
- Hamilton Slough between the WWTP and the 160 acres
- The Schohr property - across of West Biggs Gridley Road from the City's Corporation Yard
- A small portion of West Biggs Gridley Road between the Corporation Yard and the Schohr property

We are requesting that the Council authorize the City Administrator to contract and approve Task Order No. 37. This task request is in the amount of \$6,112.

Recommendation

It is recommended that the Council authorize the City Administrator to authorize the City Administrator to execute Task Order No. 37 in the amount of \$6,112.



CITY OF BIGGS

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www.biggs-ca.gov

Date: January 21, 2016

TASK ORDER No. 37

Bennett Engineering Services
1082 Sunrise Ave, Ste 100
Roseville, CA 95661

This Task Order authorizes you to provide the professional services described below. Services are to be performed in accordance with the Agreement dated June 21, 2011 between the City of Biggs and Bennett Engineering Services, as amended.

Project Name: Wastewater Treatment Plant Property Acquisition
11416-04 Amendment No. 1 – Annexation Map & Legal Description

Budget: \$6,112. To be invoiced at Project Studies and Design Standard Rates per Agreement and Revised Compensation Schedule for Fiscal Year 2015/2016, effective July 1, 2014.

Scope of Work: Services include preparing Plat and Legal Description for the Property to be Annexed as described in attached Exhibit A, Scope of Services dated January 21, 2016 and Exhibit B, Fee Estimate dated January 21, 2016.

City of Biggs

Approved: _____
Mark Sorensen, City Administrator

Date: _____

Bennett Engineering Services

Approved: _____
Orin N. Bennett, President

Date: _____

EXHIBIT A: Scope of Services

To TASK ORDER NO. 37

Client: City of Biggs
Consultant: Bennett Engineering Services Inc
Project: Wastewater Treatment Plant Property Acquisition
11416-04 Amendment No. 1 - Annexation Map & Legal Description
Date: January 21, 2016



TRUSTED ENGINEERING ADVISORS

Bennett Engineering Services
1082 Sunrise Avenue, Suite 100
Roseville, California 95661

T 916.783.4100

F 916.783.4110

www.ben-en.com

Consultant's services shall be limited to those expressly set forth below, and Consultant shall have no other obligations or responsibilities for the Project or to the Client except as agreed to in writing or as provided in this Agreement. All of Consultant's services in any way related to the Project or Client shall be subject to the terms of this Agreement.

TASK 1. Research

Obtain property descriptions and existing mapping, if any, for the following parcels:

- Biggs WWTP (APN 022-160-060)
- Schohr Parcel (APN 022-140-013)
- City of Biggs Acquired Land (APNs 022-140-009, 022-140-010, 022-140-011)

TASK 2. Prepare Boundary of Area to be Annexed

Prepare boundary and legal description for the parcels to be annexed to the City including:

- The portion of the irrigation ditch and Hamilton Slough between the WWTP and the adjacent 160 acre parcels purchased for the WWTP
- The 160 acre parcels purchased for the WWTP
- A portion of West Biggs Gridley Road between the WWTP and the Schohr Parcel
- The Schohr Parcel

TASK 3. Prepare Maps and Legal Descriptions

Prepare map and legal description of the boundary created in Task 2 to be used for annexation to the City of Biggs city limits. Prepare map and legal descriptions for the 4 parcels described in Task 2. Compute closure calculations for the descriptions. Maps and descriptions will follow the Board of Equalization requirements for changing a jurisdictional boundary.

DELIVERABLES:

- Hard copy of maps (24" x 36"), if required
- Hard copy of boundary description, if required
- CAD files of map, if required

ASSUMPTIONS:

- Filing of documents and fees involved will be by others

INITIALS:

EXHIBIT B: Fee Estimate

To TASK ORDER NO. 37

Client: City of Biggs

Consultant: Bennett Engineering Services Inc

Project: Wastewater Treatment Plant Property Acquisition - 11416-04 Amendment No. 1 - Annexation Map & Legal Description

Date: January 21, 2016



Task	Principal Engineer 188 \$/hr		Project Manager IV 175 \$/hr		Engineer III 145 \$/hr		Designer III 125 \$/hr		Administrative 65 \$/hr		BENNETT Subtotal		MISC. EXPENSES	TOTAL
	Qty	Cost	Qty	Cost	Qty	Cost	Qty	Cost	Qty	Cost	Qty	Cost		
1. Research	1 hrs	\$188	hrs	\$0	2 hrs	\$290	hrs	\$0	2 hrs	\$130	5 hrs	\$608	\$30	\$638
2. Prepare Boundary of Area to be Annexed	1 hrs	\$188	hrs	\$0	4 hrs	\$580	4 hrs	\$500	2 hrs	\$130	11 hrs	\$1,398	\$70	\$1,468
3. Prepare Maps and Legal Descriptions	2 hrs	\$376	2 hrs	\$350	10 hrs	\$1,450	10 hrs	\$1,250	6 hrs	\$390	30 hrs	\$3,816	\$190	\$4,006
PROJECT TOTAL	4 hrs	\$752	2 hrs	\$350	16 hrs	\$2,320	14 hrs	\$1,750	10 hrs	\$650	46 hrs	\$5,822	\$290	\$6,112

Additional Fee Information

- ▶ This fee estimate is valid for 90 days.
- ▶ This fee estimate contains an abbreviated list of staff classifications and does not restrict BENNETT to those classifications. The Standard Rate Schedule with a full list of staff classifications is available upon request.
- ▶ Standard hourly rates do not apply to a demand to perform work during an overtime period. Work required to be performed during an overtime period (as mandated by California law) will be charged at a 50% premium.
- ▶ Substantial changes in the required scope of work or schedule may result in the revision of the proposed fees and total contract amount.
- ▶ Unless expressly provided for within the contract, rates are subject to annual change as of 6/30/16.

INITIALS:
