



CITY OF CARMEL-BY-THE-SEA

Monthly Report

Public Works Department Report September 2022

Meeting Date: 11-1-2022

TO:	Honorable Mayor and City Council Members
SUBMITTED BY:	Robert M. Harary, P.E., Director of Public Works
SUBMITTED ON:	October 3, 2022
APPROVED BY:	Chip Rerig, City Administrator

Forest and Beach Commission Meeting of September 8, 2022

- Meeting canceled due to a lack of quorum.

City Council Meeting of September 13, 2022

- Adopted Resolution 2022-075, awarding a Professional Services Agreement to 4Leaf, Inc. for \$197,780 for Project Management services to implement the Police Building Renovation Project – Expanded Scope, construction of the 2020/21 Paving Project, and two other new capital improvement projects.
- Adopted Resolution 2022-076, awarding a Professional Services Agreement to the Carmel Area Wastewater District to provide Vector services for three years for a not-to-exceed fee of \$71,647.
- Adopted Resolution 2022-085, appointing Tamara Michie and Kelly Brezoczky to the Forest and Beach Commission for four-year terms ending May 30, 2026.

Climate Committee Meeting of September 15, 2022

- Reviewed a proposal from a consulting team combining EMC Planning Group, Integral Consulting, and Haro Kasunich & Associates to perform Phases I and II of the Coastal Engineering Study and Beach Sand Survey Projects, as outlined under the adopted Climate Adaptation Plan. Phase I is funded at this time at \$175,000, and Phase II is anticipated by a \$100,000 non-competitive Coastal Commission Local Coastal Program Grant. The Committee recommended forwarding a Contract to Council for approval, with stipulations, at the November meeting.

Public Works Administration

- Welcomed new Forest and Beach Commissioners Tamara Michie and Kelly Brezoczky, and provided an overview of the Public Works Department, Forestry Division, and Commission meeting expectations.
- Maintenance Worker candidates were interviewed, a selection was made, offer accepted, and a background check is in progress.
- The Facility Maintenance Specialist position was posted as an internal promotional opportunity, and interview is scheduled in early October.
- Completed the draft Request for Proposals for the Scout House Renovation, Activities Programming, and Facility Management Operations and Maintenance Agreement, and routed for comments.
- Prepared the Climate Committee staff report and gave the presentation at the September 15th meeting.
- Issued letter to Councilmembers regarding incidents involving PG&E removing several City trees without prior notification to the City Forester. While PG&E has the responsibility for pruning and removal for public safety, the long-standing practice was to coordinate ahead of time so that the City has the opportunity to provide input into the timing, place, and manner of the work. The matter will be presented to the Forest & Beach Commission in October.
- Met with the California Coastal Commission enforcement regarding PG&E's removal of trees in the City without prior notification to the City. Evaluating City's authority through the Local Coastal Permit to require PG&E to mitigate tree removals, such as by replanting trees or providing in-lieu fees.

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- Ranked Statements of Qualifications received for on-call geotechnical engineering and materials testing services, and prepared a \$24,999 Professional Services Agreement with Haro Kasunich & Associates.
- Met with Site LogiQ representatives to consider resuming the implementation of certain energy efficiency projects, based on their energy audit conducted prior to the Pandemic.
- Met with the Carmel Area Wastewater District to coordinate their upcoming Scenic Road Sewer Pipe Bursting and Pescadero Road Sewer Replacement Projects.
- Held negotiations with Otis Elevator who continue to invoice the City for dumbwaiter maintenance services in the Park Branch Library (PBL), even though the dumbwaiter has been out of service for 10 years. All reasonable attempts to resolve the matter were dismissed by Otis, and the matter may be referred to the City Attorney's office.

Carmel Cares

- The Downtown Detail continued to make significant downtown beautification improvements by planting in additional street bump outs, placing potted plants, improving tree wells, removing debris, landscaping around parking lots, and removing graffiti.
- Coordinated with the Green Cadre, a youth workforce training program sponsored by Monterey County. The workgroup is scheduled to support Carmel Cares around the City starting in late October. Projects will include installation of a post and rail fencing along Forest Hill Park, invasive removals in the North Dunes Habitat Restoration Area, planting at the Forest Theater, and others.
- Continued to improve the Scenic Pathway and Forest Theater site, and maintain Vista Lobos Park, Sunset Center grounds, and numerous landscaped medians.

Environmental Programs

- Environmental Technician, Jessica Juico, attended the California Climate and Energy Forum in San Diego to learn about the latest trends in climate action planning, electrification, decarbonization, and environmental justice.
- Reviewed the draft technical report that summarizes the findings of 4 years of watershed sampling for the Area of Special Biological Significance.
- Reviewed biological and archaeological reports prepared by consultant, Dudek, regarding the three stream stability projects to be constructed in 2023 in the Mission Trail Nature Preserve (MTNP).
- Coordinated with PG&E to launch the design of new EV charging stations to be installed in the Vista Lobos parking lot. One charging station is planned to be high capacity to energize our new electric street sweeper which is scheduled to be delivered in early 2023. Site meeting with PG&E in October.
- Coordinated with the Monterey Regional Waste Management District and their contractor who will begin to provide spot-inspections of waste and recycling containers in Carmel and other jurisdictions, to ensure compliance with SB1383. These inspections are also referred to as "lid flipping."
- Began to prepare the very long and complicated Annual Stormwater Report as required by the State Water Quality Control Board.

Facility Maintenance

- Began the ADA Upgrades Project, Year 5, by lowering a 911 Emergency phone box to ADA-compliant height in Forest Hill Park, and ordering an ADA drinking fountain with refill station for the PBL
- Repaired the irrigation backflow device in the Harrison Memorial Library garden.
- Fixed the Forest Theater alarm transmitter which was sending dozens of error messages daily.
- Scrubbed and repainted both Forest Hill Park restrooms after graffiti was sprayed nearly every weekend in September.
- Replaced electrical receptacles and switches in the Community Planning and Building office following their second painting project.
- Lubricated squeaky wheels of the old green chairs at the Council dais.
- Supported the Flu Clinic at Vista Lobos.
- Provided new remotes and fixed exhaust fans for the Fire Station.
- Ordered and stocked first aid supply cabinets for multiple departments. Also ordered new cabinets to house automated external defibrillators.

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- Received quotes to permanently close the dumbwaiter at the Park Branch Library.
- Negotiated with Sentry Alarm to soften their demand to pre-pay a year in advance, instead of monthly billings as in previous contracts, to compromise with quarterly billings.

Project Management (PM) for Capital Improvement Program

- The contract was executed and the Notice to Proceed was issued to 4Leaf to provide PM services for the following four capital projects. Highlights of the kickoff meeting included:
 - Police Building Renovation Project Additional Scope – Initial emphasis will be to urgently complete a Professional Services Agreement with Kasavan Architects, to evaluate the impacts of the proposed additional renovations, including an EOC, witness report room, upgraded lockers, EV charging station, etc., on potential building code requirements, including fire suppression, ADA-compliance, electrical re-wiring, and/or seismic upgrades, all of which would impact cost and time.
 - 2020/21 Paving Project – While the plans and technical specifications have been completed for some time, the construction contract documents and special provisions require significant editing and updating prior to bidding. The Project is scheduled for construction in the Springtime.
 - Infrastructure Resiliency Pilot Project – This project will review possible battery storage and microgrid options for the Police, Public Works, Vista Lobos, and Youth Center facilities.
 - Electrical Panel Upgrades at four buildings – Statements of Qualifications submitted by four electrical engineering firms are being reviewed and ranked to plan and design this project.
- Specifications and contract documents were completed by Ausonio for the City Hall Retaining Wall Repair Project and submitted for review. Project is scheduled to be submitted for a building permit and to be advertise for bids by late October.
- A review of carpeting specifications for the HML Carpet Replacement Project revealed that the existing carpeting throughout the HML likely contains asbestos-containing glue beneath. Remediation could significantly increase the cost of this project.
- Reviewed seven Statements of Qualifications, and short-listed and interviewed three architectural firms to provide on-call, as-need architectural services for various facility renovation projects, and to prepare the Facilities Condition Assessment of Four Buildings Project. 10 Over Studios was selected for on-call architectural services and a Professional Services Agreement was prepared. Bureau Veritas was selected for Facilities Condition Assessments, and they are preparing a project-specific proposal.
- For the City-Wide Drainage System Repair Project, a Professional Services Agreement was prepared with Schaaf and Wheeler to update the Storm Drain Master Plan for 20-year storm event analysis to reflect Climate Change, among other reasons. Agreement scheduled for Council award in October.
- Reviewed proposals received from two short-listed architectural firms to prepare the Libraries Master Plan, and scheduled interviews in early October.

Street Maintenance

- As recommended at the July 28th meeting of the Traffic Safety Committee, installed a crosswalk across Seventh Avenue, just west of Junipero Street, to align with the eastern Carmel Plaza sidewalk and ramps. While this crosswalk is located before the Stop sign for eastbound travelers, the crosswalk and yield to pedestrian signs makes this situation safer, although not ideal.
- Made several hot mix street repair patches after removing root-damaged pavement areas.
- Installed asphalt berms along several residential streets.
- Prepared for mid-September rains, and cleaned up minor storm damage afterwards. Over an inch and a half of rain was recorded.
- Replaced and compacted decomposed granite which got washed out along the Fourth Avenue pedestrian walkway.
- Finished installing drainage improvements on Acacia Way.
- Began the annual Storm Drain Inspection Program to prepare for the winter season.
- Repaired a storm drain manhole cover ring damaged by a contractor.
- Continued making sidewalk repairs. Since the backlog of repairs is increasing, scheduled a full-time crew to make sidewalk repairs in the downtown area indefinitely.
- Removed the five firepits from the beach in mid-September.

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Forestry Parks and Beach Report (Forester's Report)

- As part of the Cal Fire grant, 108 new trees will be planted. The initial round of tree planting is planned to begin in October.
- One addendum was issued during bidding of the on-call landscape maintenance contract. Only one bid proposal, submitted by Town & Country Gardening & Landscaping, was received at the September 20th Bid Opening. The bid contained one irregularity that will be waived by Council when the \$140,000 contract is awarded in October.
- Compiled the Forest and Beach Commission's final recommendations and all supporting documentation regarding the Scenic Pathway benches, for submittal to the Planning Commission and Community Planning and Building Department.
- Preparation of the on-call tree care services contracts and bid documents are being finalized.
- Refurbished a table in front of City Hall that originated from the Sequoia National Forest.

Tree Planting Procedure

There are many steps in the tree planting process. The following is a general outline of the process:

1. Vacant spaces are found, marked, and mapped
2. Posts are placed in the ground to indicated the future home of a new tree
3. A request for the underground utilities to be marked is made.
4. Up to three days later, the utilities are marked
5. The sites are re-visited to check if the utilities will prohibit a new tree
6. Trees types are assigned
7. Trees are planted
8. Trees are put on a watering rotation

This process requires each space to be visited at least three times prior to planting.

Private and Development Activities

2022 Permitted Removals and Required Planting

	Removals	Plant Upper	Plant Lower	No room for New Tree	Meets Density Recommendation	Total Number of Trees Required
January	2	1	1	0	0	2
February	14	4	5	0	3	9
March	13	4	4	0	4	8
April	7	2	5	3	2	7
May	19	8	4	3	4	12
June	11	3	1	0	6	4
July	8	1	1	4	1	2
August	41	16	10	5	3	26
September	9	5	2	0	0	7
October						
November						
December						
2022 Totals	124	44	33	15	23	77

Historic Permitted Removals and Required Planting

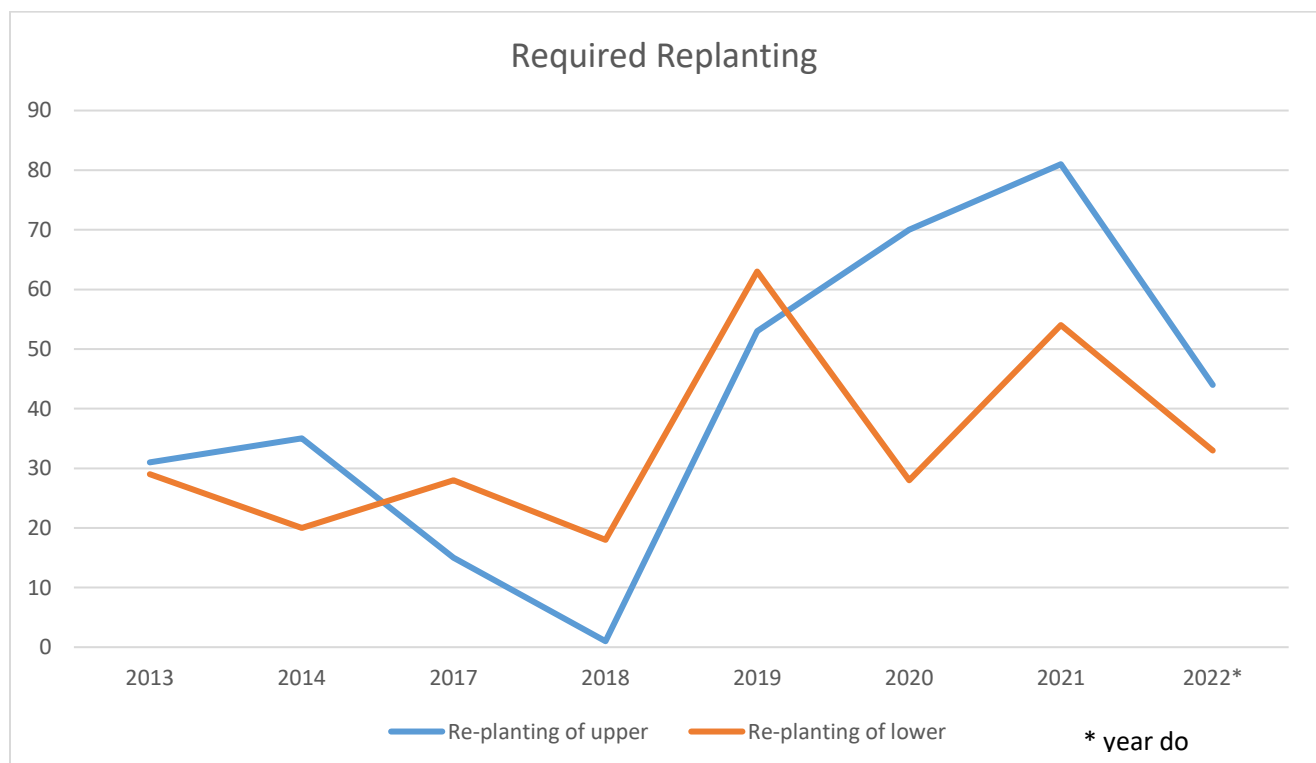
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	Removal Permits	Removal of Upper	Removal of Lower	Replanting Required	Replanting of Upper	Replanting of Lower	Replanting %
2012	96			20			20.83%
2013	123	60	63	59	31	29	47.97%
2014	145	64	81	49	35	20	33.79%
2016	90			37			41.11%
2017	119	50	69	43	15	28	36.13%
2018	77	37	60	20	1	18	20.62%
2019	170	107	63	116	53	63	68.24%
2020	98	57	41	93	67	26	94.90%

	Permitted removals	Removal of upper	Removal of lower	Replanting Required	Replanting of upper	Replanting of lower	Replanting %	Applications processed
2021	204	81	123	135	81	54	66.18%	213
2022*	124	76	48	77	44	33	62.10	144

*year to date

City Forestry, Parks, and Beach Activities



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