



Staff Report

Agenda Item #: {{section.number}}E

Yountville Town Council Staff Report

DATE: February 4, 2025

TO: Mayor and Town Council

FROM: John Ferons, Public Works Director

PREPARED BY: Rosalba Ramirez, Deputy Public Works Director

RECOMMENDATION

Adopt Resolution Number 25-4338 approving Amendment No. 2 to the existing Professional Services Agreement (PSA) with Capuzzi Consulting Group Inc., increasing the agreement's maximum amount from \$44,325 to \$91,325 and authorizing the Town Manager to execute the Amendment.

DISCUSSION/BACKGROUND

On August 14, 2024, the Town entered into a Professional Services Agreement (PSA) Capuzzi Consulting Group Inc. for design and planning services for mobility improvements in the north end of town in the original contract amount of \$25,000.

As the project progressed, town staff saw the need for Capuzzi Consulting's presentation exhibits and design studies in the Washington Street Corridor project. A contract Amendment was approved by the Town Manager in the amount of \$19,325.00 to provide the funds for Capuzzi Consulting to proceed with the additional design. The Washington Street Corridor project is a combination of various projects that will improve access, mobility, and facility conditions on Washington Street. The complexity of the various pieces of the overall project and the benefit of various design exhibits requires another increase in the contract amount. The current proposed increase of \$47,000 will bring the new contract total to \$91,325.00.

Staff recommends that Town Council adopt Resolution Number 25-4338 approving Amendment No. 2 to Professional Service Agreement #2024-911 with Capuzzi Consulting Group Inc. to provide design/graphics services beyond the original scope of work and authorize the Town Manager to execute the Amendment.

ENVIRONMENTAL REVIEW

Exempt per California Environmental Act (CEQA) Guideline, Section 15061(b)(3).

FISCAL IMPACT

Is there a Fiscal Impact? Yes

Is it Currently Budgeted? Yes

Where is it Budgeted? 50-6000-5400, ST 0035 Mobility Plan

Is it Mandatory or Discretionary? Discretionary

Is there a Staff Resource Impact? Nominal

STRATEGIC PLAN GOAL

Is item Identified in Strategic Plan? Yes

If yes, Identify Strategic Goal and Objective. **Quality of Life:** The Town enhances the livability of Yountville by providing well-maintained public facilities, parks, trails, and quality programs and events.

Briefly Explain Relationship to Strategic Plan Goal and Objective. The Amendment to the Agreement with Capuzzi Consulting Group Inc. supports the Town's goal of enhancing quality of life by ensuring mobility and access is included in the design.

ATTACHMENTS

1. Resolution No 25-4338; Approving Amendment No. 2 to the existing Professional Services Agreement (PSA) with Capuzzi Consulting Group Inc., increasing the agreement's maximum amount from \$44,325 to \$91,325 and authorizing the Town Manager to execute the amendment.
2. Amendment No. 2 to PSA between Town of Yountville and Capuzzi Consulting Group Inc.