

RESOLUTION ID NO. ____-2024

RESOLUTION OF THE FORT BRAGG MUNICIPAL IMPROVEMENT DISTRICT BOARD NO. 1 AWARDED PROFESSIONAL SERVICES AGREEMENT TO SHN ENGINEERS AND GEOLOGISTS TO PREPARE A FEASIBILITY STUDY WITH TECHNICAL MEMORANDUM (BASIS OF DESIGN) FOR BIOSOLIDS TREATMENT AND DISPOSAL, CITY PROJECT NO. WWP-00024, AND AUTHORIZING CITY MANAGER TO EXECUTE CONTRACT (AMOUNT NOT TO EXCEED \$38,000) IN A FORM APPROVED BY THE CITY/BOARD ATTORNEY

WHEREAS, on November 13, 2023, the District Board of the Fort Bragg Municipal Improvement District No. 1 accepted a scope of work for the Biosolids Treatment and Disposal Feasibility Study with Technical Memorandum (Basis of Design); and

WHEREAS, a request for proposals was released on December 15, 2023, seeking qualified engineering firms interested in contracting with the Municipal Improvement District for this project; and

WHEREAS, the RFP solicitation closed on January 25, 2024, and the City of Fort Bragg (City) received one (1) proposal from a qualified firm, SHN in the amount of \$38,000; and

WHEREAS, the proposal was reviewed and evaluated based on capabilities, qualifications, responsiveness; and

WHEREAS, the Project is exempt pursuant to the California Environmental Quality Act (“CEQA”) and Title 14, the California Code of Regulations (“CEQA Guidelines”), Section 15262 and 15061(b)(3) because it involves the preparation of a feasibility study which has no potential for significant impact on the environment; and

WHEREAS, sufficient funds were appropriated in the Wastewater Enterprise Capital Improvement Program for this study in the 2023/2024 Fiscal Year (FY) budget; and

WHEREAS, based on all the evidence presented, the City Council finds SHN is qualified to provide necessary professional design services to prepare a feasibility study with a technical memorandum (basis of design) for biosolids treatment and disposal and sufficient funding is available in the FY 2023/24 budget to complete this project.

NOW, THEREFORE, DISTRICT BOARD RESOLVES, FINDS, AND DETERMINES AS FOLLOWS:

1. The Recitals set forth above are true and correct and are incorporated herein as findings.
2. That the District Board of the Fort Bragg Municipal Improvement District No. 1 does hereby award a Professional Services Agreement with SHN for the preparation of a Feasibility Study with Technical Memorandum (Basis of Design) for Biosolids Treatment and Disposal, subject to the changes requested by SHN in their proposal and

authorizes the City Manager to Execute Contract (Amount Not to Exceed \$38,000) subject to the City/Board Attorney approval as to form.

The above and foregoing Resolution was introduced by Councilmember _____, seconded by Councilmember _____, and passed and adopted at a regular meeting of the City Council of the City of Fort Bragg held on the 12th day of February 2024, by the following vote:

**AYES:
NOES:
ABSENT:
ABSTAIN:
RECUSED:**

**BERNIE NORVELL
District Chairperson**

ATTEST:

**Diana Sanchez
District Secretary**