



MEMO

To: NCRA Board of Directors

From: Executive Director Stogner

Date: December 9, 2019

Subject: **Agenda Item E.4 – Discussion and Possible Action Regarding Ukiah Depot Improvements – Status of Munselle Engineering tasks**

These talking points are provided to update the Board of Directors regarding the current status of the Ukiah Depot Off-Site Improvement Agreement. The goal is to award the final contract, under a competitive bid scenario, with the remaining \$950,000 available to complete this project.

Funds expended or committed to date:

- \$958,000 NCRA's share of the project already spent;
- \$750,000 JCC's share invoiced but not yet paid;
- \$950,000 JCC's remaining funds dedicated to project for final contract.

JCC will not release its \$1.7 million share of funding until a second amendment to the Off-Site Improvement Agreement is adopted.

* These are approximate amounts

NCRA Depot Site Improvements

Current Status:

Final stages of creating revised construction specifications and bid package. Various items being coordinated with City of Ukiah – Electrical, Water & Sewer, & Public Works Departments, and City of Ukiah City Manager's office. Working to resolve issues with PG&E Gas and associated utility layouts and easements. Prepared to discuss further at Board meeting of 12/9/19. Experienced separate fires at both JCC-owned buildings and to drainage pipe owned by Wipf Construction – all caused by warming/cooking fires by homeless intruders, or arson in the case of the destroyed pipe. Significant potential

liability may exist for JCC on basis of attractive nuisance. JCC has thus far not demolished as City Police & Fire have repeatedly requested.

Schedule (Subject to revision):

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| 12/9/19 | NCRA Board review & approve specifications. Authorize certain construction activities on NCRA property both on Depot property and railroad right-of-way. Identify source of funds for utility design fee and misc. required expenses. Discuss recommended approach to construction work scope. |
| 12/13/19 | Expedite review of above with JCC. Review draft 2 nd amendment to Offsite Improvement Agreement. Request release of funds. |
| 12/10/10 – 1/6/20 | Resolve remaining fundamental issues with PG&E (including projected routing and connection point, engineering deposit), revise as needed. Report to Board. |
| 1/7/20 – 1/24/20 | Prepare to publish invitations to bidders. |
| 1/27/20 | Advertise for bidders. |
| 2/12/20 | Conduct mandatory job walk with bidders. |
| 2/26/20 | Open bids. |