

City of Piedmont
COUNCIL AGENDA REPORT

DATE: October 6, 2025

TO: Mayor and Council

FROM: Rosanna Bayon Moore, City Administrator

SUBJECT: Consideration of a Fourth Amendment to the City's Agreement with Coastland Engineering LLP to Increase the Contract Not-To-Exceed Amount by \$862,000 for City Engineering Services, and Approval of an Amended Overall Contract Amount of \$2,700,497

RECOMMENDATION

By a single motion, take the following actions:

1. Approve the proposed amendment to the City's agreement with Coastland Engineering LLP for additional design and construction services, on a time and materials basis, increasing the Contract Not-To-Exceed Amount by \$862,000 , and approving an amended overall Contract Amount of \$2,700,497 .
2. Authorize the City Administrator to execute related documents.

BACKGROUND

Coastland Engineering LLP (Coastland) has provided the City with as-needed, on-call City Engineering Services since 2011. The base professional services have included representation at City Council meetings, participation in regional meetings on the City's behalf, responding to public inquiries, and management of the City's capital improvement program. Additional engineering services provided have included project specific design services, construction inspection, Planning/Development Review, and Building Department services. The City most recently renewed its agreement with Coastland on October 2, 2023, and amended the agreement on May 6, 2024 and September 16, 2024 to include additional design and construction management services consistent with the scope of work described within the original agreement. Coastland's existing agreement with the City expires in October 2025, and this fourth amendment proposes a one-year extension to continue providing essential engineering services.

Coastland is currently performing work for activities associated with the current contract and within the approved budget. The proposed contract amendment will engage Coastland for additional projects and services that are planned over the next 12 months and are identified below:

- Design of Piedmont Park Swing Set Improvements

- Design of Annual Sidewalk Repair Project
- Preparation of Bid Documents for Annual Tree Trimming Project
- Design of 2026-27 Pavement Rehabilitation Project
- Design of Moraga Avenue Pedestrian Safety Improvements
- Design of Miscellaneous Sanitary/Storm Sewer Improvements
- Construction Management/Inspection of Linda Tot Lot Improvements
- Construction Management/Inspection of Dearing Family Project
- Construction Management/Inspection of Annual Sidewalk Repair Project
- Construction Management/Inspection of Phase 6 Sanitary Sewer Project
- Construction Management/Inspection of 2026-27 Pavement Rehabilitation Project
- Continued City Engineering Services, including permit review, permit inspections, and Building/Planning/Development Review services.

Examples of these additional services previously authorized under prior amendments are:

- Inspection Services, Building Plan Check Services, and Fire, Life, Safety Services for the Piedmont Community Pool Project
- Construction Management and Inspection Services for the Emergency Dispatch Center Modernization Project.
- Design and Construction Management/Inspection services for various projects

FISCAL IMPACT

Design and construction funding for various projects have been budgeted in the project line items of the Facilities Capital Fund, Roadway Capital Project schedule, or the Sewer Fund. The estimated design and construction management and inspection (CMI) costs are represented in the table below:

Project Type	Estimated budget needs as of 10/06/2025				Total
	Design	City Engineering	CMI	Building/Planning	
Piedmont Park Swing Set Replacement	\$50,000		\$20,000		\$70,000
Annual Sidewalk Repair Project	\$30,000		\$40,000		\$70,000
Annual Tree Trimming Project	\$10,000				\$10,000
2026-27 Pavement Rehabilitation Project	\$100,000				\$100,000
Moraga Avenue Pedestrian Safety Improvements	\$100,000				\$100,000

Sanitary/Storm Sewer Improvements	\$30,000				\$30,000
Linda Avenue Tot Lot			\$20,000		\$20,000
Dearing Project	\$52,000		\$20,000		\$72,000
Annual City Engineering Services		\$190,000			\$190,000
Annual Building/Planning Services				\$100,000	\$100,000
Annual Encroachment Permit Services		\$100,000			\$100,000
Totals	\$372,000	\$290,000	\$100,000	\$100,000	\$862,000

The final scope of service for future design projects are not yet available. For Building/Planning Development Review services, Encroachment Permit services and City Engineering services, actual fees incurred are a product of third party, private development activity. However, authorization of these services will be required within the next 12 months. Staff estimated the fees associated with these services in the above referenced chart. The approved not-to-exceed amount will allow the City Administrator to authorize these services, provided that the total is within the not-to-exceed contract amount approved by the Council.

CITY ATTORNEY REVIEW

The attached Amendment to the Agreement for Professional Services has been reviewed and approved by the City Attorney.

By: Daniel Gonzales, Public Works Director

Attachments:

- A. Fourth Amendment to Coastland Engineering LLP Agreement

AMENDMENT TO CONTRACT

This Fourth Amendment to Contract (“Amendment”) is made and entered into on this 6th day of October, 2025 (the “Effective Date”) by and between the City of Piedmont, a California municipal corporation (“City”), and Coastland Civil Engineering LLP (“Independent Contractor”).

R E C I T A L S

A. City and Independent Contractor entered into a Contract, dated October 2, 2023 (as amended by the First Amendment to Contract dated May 6, 2024, the Second Amendment dated September 16, 2024, the Third Amendment dated March 3, 2025, the “Original Contract” and, together with this Amendment, “Contract”), under which Independent Contractor provides certain City Engineering, design, construction management, inspection, development review services, and other services to the City in connection with the City’s Engineering On-Call Services (“Project”).

B. The parties now wish to amend the Original Contract for an additional 12 month term, and increase the NTE by the amount of \$862,000 , as provided in Exhibit A, resulting in a total NTE amount of \$2,700,497 under the Contract.

C. All capitalized terms not otherwise defined in this Amendment shall have the respective meanings provided in the Original Contract.

A G R E E M E N T

NOW, THEREFORE, the parties hereto agree as follows:

1. The parties agree that the Recitals set forth above are true and correct and are incorporated herein.
2. As provided in Exhibit A [“Costs”], the Not to Exceed fees and reimbursable expenses are \$862,000 , bringing the total NTE under the Original Contract to \$2,700,497 under Paragraph 2(a) of the Original Contract.
3. Paragraph 4 (“Term”) of the Original Contract shall be amended to read in its entirety as follows:

This Contract shall begin on the Effective Date. Unless otherwise terminated as provided in this Contract, this Contract shall terminate 36 months from the Effective Date but can thereafter be reauthorized annually via a mutually agreed upon written amendment.

4. Unless explicitly amended by this Amendment, all terms and provisions of the Contract shall remain in full force and effect.

[Signature Page Follows]

CONTRACTOR

COASTLAND CIVIL ENGINEERING LLP

By: _____
[Title]

CITY

CITY OF PIEDMONT, a California municipal corporation

By: _____
Rosanna Bayon Moore, City
Administrator

ATTEST:

Anna Brown, City Clerk

APPROVED AS TO FORM:

Michelle Marchetta Kenyon, City Attorney
Deepa Sharma, Assistant City Attorney



SCHEDULE OF HOURLY RATES

July 1, 2025, through June 30, 2026*

PROFESSIONAL SERVICES

Principal Engineer	\$255 - \$300/hour
Supervising Engineer	\$215 - \$270/hour
Senior Engineer	\$200 - \$220/hour
Associate Engineer	\$180 - \$200/hour
Assistant Engineer	\$170 - \$190/hour
Junior Engineer	\$150 - \$175/hour
Senior Engineering Technician	\$170 - \$190/hour
Engineering Technician	\$155 - \$170/hour
Engineering Aide	\$125 - \$150/hour
Resident Engineer	\$190 - \$255/hour
Construction Manager	\$175 - \$260/hour
Assistant Construction Manager	\$160 - \$180/hour
Construction Inspector**	\$185 - \$210/hour
Construction Administrator	\$140 - \$160/hour
Building Plan Check Engineer/Architect	\$180 - \$220/hour
Building Official and/or CASp	\$200 - \$235/hour
Supervising Building Inspector	\$185 - \$215/hour
Senior Building Inspector	\$160 - \$190/hour
Building Inspector (I & II)	\$155 - \$170/hour
Supervising Plans Examiner	\$185 - \$215/hour
Senior Plans Examiner	\$160 - \$190/hour
Plans Examiner (I & II)	\$130 - \$165/hour
Supervising Permit Technician	\$165 - \$190/hour
Senior Permit Technician	\$140 - \$175/hour
Permit Technician (I & II)	\$125 - \$150/hour
Administrative	\$120 - \$145/hour
VEHICLE	\$20.00 - \$25.00/hour
MILEAGE	Federal Mileage Rate
OUTSIDE SERVICES***	Cost + 15%
MATERIALS***	Cost + 15%

- When applicable, mileage or vehicle rates will be charged, but not both. Vehicle hourly rate not subject to increase.
- * Hourly rates are subject to a 5% increase each fiscal year.
- ** Includes services subject to prevailing wage rates.
- *** Markups will not be included on Outside Services or Materials for state and federally funded projects.