



City of Del Mar Agenda Report

TO: Honorable Mayor and City Council Members

FROM: Martin Boyd, Project Manager II
Mariel Cairns, Associate Management Analyst
Joe Bride, Public Works Director
Via Ashley Jones, City Manager

DATE: October 16, 2023

SUBJECT: Resolution Designating Utility Undergrounding District (UUD) 1B – Stratford Court North

REQUESTED ACTION/RECOMMENDATION:

Staff recommends the City Council: 1) Conduct a public hearing and adopt the Resolution (Attachment A) designating a certain portion of the City between 11th Street to just north of 15th Street (L'Auberge Del Mar), west of Camino Del Mar to the coast, identified as Underground Utility District (UUD) 1B (Stratford Court North) subject to California Public Utilities Commission (CPUC) Rule 20 in accordance with Del Mar Municipal Code Section 23.54.030; 2) Allocate \$445,000 in funding from the Measure Q Fund for the pre-construction activities for UUD 1B (Stratford Court North); 3) Approve a \$439,747 Task Order (Attachment B) with Utility Specialists Southwest, Inc. to perform pre-construction services for UUD 1B (Stratford Court North); and 4) Authorize the City Manager to execute the Task Order.

DISCUSSION/ANALYSIS:

Background

The City of Del Mar continues to implement the citywide Undergrounding Project (UP), which will remove utility poles and replace overhead cables for electricity and telecommunications with underground lines.

At City Council meetings held on April 15 and August 5, 2019, staff presented a Project Delivery Plan (Plan) that included a comprehensive set of recommendations from staff and the Undergrounding Project Advisory Committee (UPAC) to accomplish the citywide UP. The City Council adopted the Plan, which also included the designation of City blocks (areas) as Utility Undergrounding Districts (UUDs) (Attachment C), an approach for prioritizing the order for UUD completion, and other guidelines and policies associated with how the project is implemented. The Plan prioritizes UUD work by service density (i.e., number of service connections to number of poles) and fire safety (e.g., in the case of UUD X1A).

City Council Action:

On February 8, 2023, the Tewa Court/10th Street UUD was the first project completed. Currently, staff is working on the design and planning for UUDs 1A and X1A, with UUD 1B identified as the next priority area. City Council approved a Task Order with Utility Specialists to perform UUD formation services for UUD 1B on May 15, 2023.

Description of District

UUD 1B (Stratford Court North) includes approximately 40 poles and 4,297 linear feet of overhead conversion to 5,131 linear feet of underground trench from 11th Street to just north of 15th Street (L’Auberge Del Mar), including 175 properties and 239 residences and businesses. Approximately 50 of the homes or buildings require undergrounding of their private service lateral at the expense of the property owner. Exhibit A to Attachment A is a map of UUD 1B. The project team, which includes staff, City consultants, and utility company representatives, visited UUD 1B in July 2023 to verify boundaries based on field conditions, system circuitry, and project efficiency.

Required Steps to Form District

The CPUC has an established regulation known as “Rule 20” that pertains to undergrounding of utility poles. Pursuant to Rule 20, UUDs can be created by the City or by property owners and include three specific types. This project generally fits under the category of Rule 20B, which is anticipated to be the most common way to achieve undergrounding in Del Mar, with costs mostly paid by the City (i.e., public side of the property line) via Measure Q (1% sales tax) revenue. SDG&E will credit the City approximately 20% of SDG&E’s construction costs for eligible Rule 20B projects, which is approximately the cost of removing the poles.

In order to form a UUD, Chapter 23.54 of the Del Mar Municipal Code (DMMC) requires a two-step process:

1. The public hearing on October 16, 2023, is the first step by which the City Council will adopt a resolution that forms the UUD, and includes a finding that removal of the aboveground facilities is necessary to protect public health, safety or general welfare.
2. The second step is for the City Council to adopt a resolution declaring the date by which all poles within the UUD must be removed. This step will occur in the future when the district is fully formed, and at which time it will become unlawful to construct or maintain above-ground facilities beyond the date established by the City Council for removal of such facilities. That will likely coincide with the time the design is finalized, and the project is advancing to the construction phase.

Next Steps

Following formation of the district, the next steps for the UUD 1B prior to construction include:

- Reconvening with the utility companies;

- Necessary surveys of topographic conditions, field conditions, and other existing utilities; SDG&E preparation of a base map; evaluation of protected trees; environmental review; and civil engineering design;
- Completion of a tree survey to identify protected tree species within the district in order to plan the design to avoid/minimize impact to trees. The survey also includes identifying private trees with a root structure that may impact trenching. This is required for the purpose of environmental review;
- Preparation of designs by SDG&E, AT&T, and any other impacted telecommunications companies, which is anticipated to take up to 24 months. Upon adoption of the resolution forming the district, SDG&E will need to evaluate the timeline for design based on their other undergrounding commitments with other jurisdictions and wildfire mitigation projects;
- Preparation of construction specifications/drawings/bid schedule and technical specifications for the construction bid process;
- Coordination with AT&T and Spectrum regarding financial responsibility for undergrounding their infrastructure and possible cost-sharing for joint-trenching;
- Coordination with residents to obtain necessary easements and completion of the undergrounding of approximately 50 private laterals;
- Prior to the public bidding process, City Council acceptance of the final design; completion of environmental review; processing of any other permits that may be required, such as Tree Removal Permits, Design Review, and/or Coastal Development permits, as necessary;
- Public bidding process for construction contractors, evaluation of bids, award of construction contract by City Council, and issuance of the Notice to Proceed; and
- City Council establishment (by resolution) of a project schedule identifying the date by which properties in an established UUD must be ready to receive underground service and by which poles, overhead wires and associated overhead structures shall be removed. Once a district is fully formed, it becomes unlawful to construct or maintain aboveground facilities beyond the date established by the City for removal of such facilities.

Throughout the design process there will be extensive coordination and communication with all affected property owners and residents by the project team to discuss timing, any required work on private property, and to provide other helpful information and resources. Furthermore, during the design phase, the project team will determine where easements may be needed and will coordinate with SDG&E and telecommunication companies.

SDG&E has indicated that the design phase will take approximately 24 months, which would be through Fall 2025, followed by three months for bidding and award of construction contracts, putting the start of the construction for UUD 1B in approximately early 2026. Utility Specialists Southwest, Inc., the City's project consultant, estimates construction for UUD 1B will take 10 months. Therefore, UUD 1B is estimated to be complete by the end of 2026.

Table 1. Estimated Timeline for Completion of UUD 1B

Work Item	Estimated Duration	Estimated Timeline
Design Phase	24 months	October 2023 to Fall 2025
Public Bid Process	3 months	Fall/Winter 2025
Construction	10 months	Early 2026 to End of 2026

Public Noticing

In preparation for district formation, staff conducted significant public outreach and notifications through City website updates, notices mailed to impacted residents and property owners, and a legal ad in the newspaper and posted on the City’s website. The project web page (www.delmar.ca.us/up) features information on the overall UP and a map of UUD 1B. Samples of the mailed public notices are included as Attachment D (sent to the property owners/residents within the UUD) and Attachment E (sent to property owners/residents outside of, but within 300 feet, of the UUD). After formation of the UUD, an additional mailing will be sent to the property owners and residents within the district to provide them with a copy of the district formation Resolution (as required by the DMMC); collect their contact information for more targeted and ongoing communications through the design phase and preparations for construction; and to advise them of their responsibilities.

Cost Responsibility

As a Rule 20B project, SDG&E will be responsible for a portion of the undergrounding conversion construction costs in the form of a credit for the designated area. However, the majority of the cost for work in the City’s right-of-way will be funded by the City using Measure Q revenue.

SDG&E will not require payment of their Engineering Fee prior to the start of design work. Collection of this fee will be postponed until the design is complete. Once the design is complete, SDG&E will send the City a contract with a construction estimate for SDG&E’s portion of the work (labor and materials). SDG&E previously communicated to the City that if the contract is not agreed to, executed and paid within 90-days, the Engineering Fee will be due to SDG&E and the Construction Estimate within the contract will expire. Therefore, it is important that all other pre-construction work associated with this project be completed in parallel with SDG&E’s design to facilitate being able to advance as quickly as possible to the construction phase and make the contractual and financial commitment to SDG&E.

AT&T requires execution of their contract and payment of their estimated engineering and inspection fee prior to start of design work. AT&T design work will commence once SDG&E completes their preliminary designs, which is anticipated in approximately 15 months.

Project Cost Estimate

The estimated total cost for this project is \$3.33 million (Attachment F). This includes estimated professional services during the pre-construction phase in preparation for the bid process; costs to the utility companies for their engineering fees and construction work (estimated based on UUD Tewa/10th Street for SDG&E at \$110 per linear foot and UUD 1A for AT&T at \$16 per linear foot); cost for general contractor for City construction (estimated based on UUD Tewa/10th Street at \$344 per linear foot); and the cost for construction management professional services during construction for an estimated 10-month construction schedule.

These estimates are provided for budget planning purposes only and are based on the preliminary district statistics and prior district costs. Once UUDs 1A and X1A are publicly bid, the estimates for UUD 1B will be updated with more accurate information. Furthermore, once the final design for the project is complete, Utility Specialists Southwest, Inc. will provide an updated construction cost estimate. Utility Specialists Southwest, Inc. will develop project cost estimates based on prior City utility undergrounding projects and available cost data from other public projects. However, the actual cost of the project will be based on bids received as part of the legally required competitive public bidding process that the City must undertake per State law to select a contractor for the project. Award of a contract for construction of the project must be approved by the City Council to proceed.

Utility Specialists Southwest, Inc. Pre-Construction Services

The City has an agreement in place with Utility Specialists Southwest, Inc. for as-needed specialized electrical engineering and consulting services related to implementation of the citywide UP. As such, staff recommends issuing a Task Order to Utility Specialists Southwest, Inc. to proceed with pre-construction services for UUD 1B. The pre-construction services will include city and agency coordination, district design, resident interface and project status tracking, and public bidding support. The proposed Task Order (Attachment B) includes a total cost of \$439,747 for the services as further detailed in Exhibit A to Attachment B.

FISCAL IMPACT:

Approval of this item will require City Council authorization to amend the Fiscal Year (FY) 2023-2024 Operating and Capital Budget to allocate \$445,000 from the Measure Q Fund as shown below:

PROJECT	FUND	ACCOUNT	AMOUNT
UUD 1B – Stratford Ct North	Measure Q Fund	02.7000.7204	\$445,000

ENVIRONMENTAL IMPACT:

Pursuant to the California Environmental Quality Act (CEQA), the proposed actions have been analyzed and determined to be Statutorily Exempt pursuant to CEQA Guidelines Section 15262 because the proposed actions are necessary to prepare studies to assess

the planning and feasibility of an undergrounding project. Any project developed as a result of the City Council's action that requires the City or the City Council's discretionary approval resulting in a physical change to the environment will be analyzed in accordance with CEQA prior to such approval. The current City Council action in no way limits the exercise that discretion because the proposed actions do not have a legally binding effect on any possible future discretionary action.

NEXUS TO CITY COUNCIL GOALS AND PRIORITIES:

Utility Undergrounding is listed as a Tier 1 City Council priority for FYs 2023-2024 and 2024-2025.

ATTACHMENTS:

Attachment A - Resolution Designating Area Identified as UUD 1B (Stratford Ct North) as a Rule 20 Underground Utility District

Exhibit A to Attachment A – UUD 1B Stratford Court North Map

Attachment B – Utility Specialists Southwest, Inc. Task Order

Exhibit A to Attachment B – UUD 1B Pre-Construction Services Scope of Work

Attachment C – Citywide Map of Undergrounding Districts

Attachment D – Public Notice to Property Owners/Residents within UUD 1B

Attachment E– Public Notice to Property Owners/Residents within 300' of UUD 1B

Attachment F – Estimated Project Budget for UUD 1B

RESOLUTION NO. 2023-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DEL MAR, CALIFORNIA, ESTABLISHING AN UNDERGROUND UTILITY DISTRICT IN THE CITY OF DEL MAR, ON STRATFORD COURT (WEST OF CAMINO DEL MAR 11TH STREET TO JUST NORTH OF 15TH STREET (L'AUBERGE DEL MAR))

WHEREAS, on October 5, 2023, the City of Del Mar provided notice of a public hearing to ascertain whether the public health, safety, or welfare requires the removal of poles, overhead wires and associated overhead structures, and the underground installation of wires and facilities for supplying electric, communication, or similar or associated service, within the certain area of the City as shown on Exhibit A to this Resolution, designated as "District 1B (Stratford Court North)"; and

WHEREAS, the proposed underground utility district ("UUD") is proposed to be funded in part through funding under Tariff Rule 20B of the California Public Utilities Commission; and

WHEREAS, notice of such hearing has been given to all affected property owners as shown on the last equalized assessment roll and to all utilities concerned in the manner and for the time required by law; and

WHEREAS, on October 16, 2023, the City Council of the City of Del Mar held a duly noticed public hearing, at which time all persons interested were given an opportunity to be heard and were heard; and

WHEREAS, the undergrounding work in the proposed UUD may entail work necessary for construction of the public distribution system on private access roads; and

WHEREAS, some of the access roads are on private property and will require easements for San Diego Gas & Electric's infrastructure, and in some cases the infrastructure will need to go through private property, but it is not specifically or uniquely serving that property; and

WHEREAS, the above described work on private property is necessary for construction of the distribution system in order to complete the overall project and achieve the public benefits to be gained by undergrounding utilities.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Del Mar hereby finds and determines that the public health, safety, and welfare requires the removal of poles, overhead wires and associated structures, and underground installation of wires and facilities for supplying electric, communication and similar or associated services in the district as shown on the attached exhibit map and that, pursuant to Del Mar Municipal Code Chapter 23.54, the area described as District 1B (Stratford Court North) is hereby designated and declared an Underground Utility District of the City of Del Mar. The boundaries of said district, generally described as Stratford Court (West of Camino Del Mar

to the coast and from 11th Street to just north of 15th Street (L'Auberge Del Mar)), are delineated on Exhibit A to this Resolution and hereby incorporated as part of this Resolution.

BE IT FURTHER RESOLVED, that the City Council does hereby order the removal of all poles, overhead wires and associated overhead structures, and the underground installation of wires and facilities for supplying electric, communication, and similar or associated service within the Underground Utility District. The time within which property in said district must be ready to receive underground service and by which poles, overhead wires and associated overhead structures shall be removed shall be set by subsequent resolution, pursuant to Section 23.54.030 of the Municipal Code.

BE IT FURTHER RESOLVED, that the City Clerk is hereby directed to notify all affected property owners as shown on the last equalized assessment rolls, and all affected utilities, of the adoption of this Resolution within ten (10) days after the date of such adoption, in accordance with Section 23.54.070 of the Municipal Code.

BE IT FURTHER RESOLVED, that the City Council hereby finds that the Underground Utility District herein created is in the general public interest and, moreover, that required work on private access roads and on private property is necessary for the effective and efficient construction of the overall distribution system and that, without completing such work, the public benefits – which include reduced risk of fire or power outage from downed poles or lines, and improved aesthetics within the district -- would not be realized.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Del Mar, California, at a Regular Meeting held this 16th day of October 2023.

Tracy Martinez, Mayor
City of Del Mar

APPROVED AS TO FORM:

Leslie E. Devaney, City Attorney
City of Del Mar

ATTEST AND CERTIFICATION:
STATE OF CALIFORNIA
COUNTY OF SAN DIEGO
CITY OF DEL MAR

I, SARAH KRIETOR, Administrative Services Manager/City Clerk of the City of Del Mar, California, DO HEREBY CERTIFY, that the foregoing is a true and correct copy of Resolution No. 2023-XX, adopted by the City Council of the City of Del Mar, California, at a Regular Meeting held the 16th day of October, 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Sarah Krietor, Administrative Services
Manager/City Clerk
City of Del Mar

Utility Undergrounding District 1B (UUD 1B) - Stratford Court North

EXHIBIT A



Legend

DISTRICT 1B LIMITS

www.delmar.ca.us/up



4429 Morena Boulevard
 San Diego, California 92117
 858.581.2250

10/5/2023

City of Del Mar Undergrounding Program - Task Order #04a - District 1B Stratford Ct. North Services

Task Order #04a includes services from design kickoff (anticipated mid October 2023) through completion of construction for District 1B, assuming 24 months for design, 3 months bidding, and 10 months construction.

Task Order #04a - District 1B Stratford Ct. North Services

Item #	Description	US Principal	KCM Principal	US Sr. PM	KCM Sr. PM	US Asst PM	KCM PM	KCM PC	Fuscoe	Total Cost
1	City and Agency Coordination									
a	Participate in by-weekly coordination calls with CDM staff - assumes a one-hour call every other week for 27 months with time divided between Districts 1A, X1A & 1B.	8.0		24.0	14.0					\$8,570
b	Prepare agendas, draft and distribute minutes for by-weekly calls with time divided between Districts 1A, X1A, 1B				14.0					\$2,730
c	Attend City Council hearings, if requested by City staff. Assumes attendance at four hearings plus travel with time divided between Districts 1A, X1A & 1B.	10.0			10.0					\$3,850
d	Attend quarterly UPAC meetings. Attendance at quarterly in-person meetings (9 EA), assist City staff with meeting preparation and follow up action items with time divided between Districts 1A, X1A & 1B.	18.0			24.7					\$8,237
e	Prepare 1B status reports and other handout materials, as requested by City staff, for City Council hearings.				4.0		2.0			\$1,130
f	Assist staff with negotiations with SDG&E and other utility owners and agencies with jurisdiction over UP projects and navigating rules and procedrues surrounding undergrounding work. Includes input regarding MOU between the City and SDG&E.	4.0		8.0	10.0					\$4,150
g	Draft and distribute meeting minutes for SDGE and utility meetings and site visits.				10.0					\$1,950
h	Filing and document management.							6.0		\$570
Subtotal City and Agency Coordination		40.0	0.0	32.0	86.7	0.0	2.0	6.0	\$0	\$31,187
2	District 1B Design									
a	Surveying & Mapping									\$0
	* Research and Site Evaluation								\$6,000	\$6,000
	* Topo Survey								\$16,300	\$16,300
	* Underground Wet Utility Research								\$12,000	\$12,000
	* Field Base Map Updates								\$12,000	\$12,000
	* Smartsheets GIS Integration									\$0
	* GIS Exhibits									\$0
	* Detailed Base Map Updates								\$20,000	\$20,000
	* Sewer CCTV Inspection								\$8,100	\$8,100
b	Concept Layout									\$0
	* Field survey for potential conflicts with anticipated utility structures and service laterals,	4.0		10.0						\$2,560
	* Verification of existing conditions and identification of corrective work required				6.0		8.0			\$2,570
	* Provide 'redline' utility layout for each SDG&E work order in 1B	2.0		10.0						\$2,180
	* Prepare final conceptual layout exhibit in CAD/ GIS.					20.0				\$2,400
	* Value engineering and constructability review of concept design			10.0	8.0					\$3,360
c	Design Coordination for Public ROW									\$0
	* Review City provided information			6.0	8.0					\$2,640
	* Prepare exhibits/technical documents in support City Design Review Board Process								\$7,700	\$7,700
	* Field Analysis/ Analyze Field Data	2.0		6.0	8.0		8.0			\$4,420

Task Order #04a - District 1B Stratford Ct. North Services

Item #	Description	US Principal	KCM Principal	US Sr. PM	KCM Sr. PM	US Asst PM	KCM PM	KCM PC	Fuscoe	Total Cost
	* Develop design and construction schedules. Update design schedule periodically.			4.0	16.0					\$3,840
	* Coordination with SDG&E / Site Meetings			8.0						\$1,440
	* Coordination with AT&T, Spectrum/Charter - Site Meetings			8.0						\$1,440
	* Value engineering and constructability review of SDG&E preliminary design.	2.0		6.0	8.0		4.0			\$3,720
	* SDG&E preliminary design conflict review								\$7,700	\$7,700
	* Prepare exhibits/technical documents in support of 10 private property easements coordination			6.0	10.0		10.0			\$4,780
	* Easement coordination; Right of Entry Permits; includes meetings with homeowners as necessary to obtain 10 executed easements			10.0	16.0	8.0		10.0		\$6,830
	* Value engineering and constructability review of SDG&E final design.	2.0		10.0	6.0		2.0			\$3,700
	* Value engineering and constructability review of AT&T, Spectrum Final design.	2.0		8.0	6.0		2.0			\$3,340
d	Design Coordination for Private lateral extensions									\$0
	* Prepare exhibits/technical documents in support of private property lateral coordination.	4.0		10.0	20.0	6.0	50.0			\$15,930
	* Review Homeowner provided information; includes meetings with property owners regarding coordination of 50 service laterals location and installation	6.0		34.0	56.0			50.0		\$22,930
	* Field Analysis/ Analyze Field Data	4.0		10.0	10.0		10.0			\$6,260
	* Develop design and construction schedules. Update design schedule periodically.			4.0	14.0					\$3,450
	* Coordination with SDG&E / Site Meetings			10.0						\$1,800
	* Coordination with AT&T, Spectrum/Charter - Site Meetings			10.0						\$1,800
	* Value engineering and constructability review of SDG&E preliminary design.	2.0		6.0	6.0		4.0		\$6,400	\$9,730
	* Value engineering and constructability review of SDG&E final design.	2.0		6.0	6.0		2.0		\$6,400	\$9,380
	* Value engineering and constructability review of AT&T, Spectrum Final design.	2.0		6.0	6.0		2.0		\$6,400	\$9,380
e	50% Civil Design								\$36,850	\$36,850
f	100% Civil Design								\$36,850	\$36,850
g	Improvement Plan Processing								\$12,300	\$12,300
h	Allowance for other design support services, as requested.	4.0		10.0	30.0	4.0	20.0			\$12,390
i	Filing and document management.							6.0		\$570
Subtotal District Design		38.0	0.0	208.0	240.0	38.0	122.0	66.0	\$195,000	\$318,640
3	Resident Interface and Project Status Tracking									
a	Attend meetings with City Attorney and staff regarding negotiation of work on private property, resident service laterals, easements, and related topics.	4.0		6.0	10.0					\$3,790
b	Prepare City and SDG&E Right of Entry requests for homeowner execution.				4.0					\$780
c	Draft, in coordination with CDM, homeowner notification letters regarding undergrounding services laterals and required easements.				2.0					\$390
d	Assist City in responding to resident questions submitted via website.	2.0		4.0	16.0					\$4,220
e	Update Customer-Based Tracking and Monitoring Database to add District 1B addresses.				4.0		6.0			\$1,830
f	Populate database with property owner and resident contact information (Input for up to 239 property owners/residents is anticipated).				4.0		22.0			\$4,630
g	Regular updates to database with project status and homeowner communications. Includes 27 months of tracking and reports, assumed at approximately 1.0 hours per month Sr. PM and 1.5 hours per month Asst PM time. Status updates during construction included in Item 6d below.				27.0		40.0			\$12,265
h	Schedule, coordinate, and lead neighborhood meetings (assumes one meeting). Prepare presentation materials for neighborhood meetings.	2.0	8.0	2.0	12.0		8.0			\$6,200
i	Draft, in coordination with CDM, district design and bidding status update letters to homeowners and residents. Assumed sent out quarterly.			4.0	16.0					\$3,840
j	Provide technical content and status updates for use in periodic media outreach and website updates.	2.0		8.0	24.0					\$6,500
k	Draft, in coordination with CDM, hearing notification to homeowners and residents for City Council decision on progressing into construction.				2.0					\$390
l	Filing and document management.							65.0		\$6,175
Subtotal Resident Interface and Communications		10.0	8.0	24.0	121.0	0.0	76.0	65.0	\$0	\$51,010

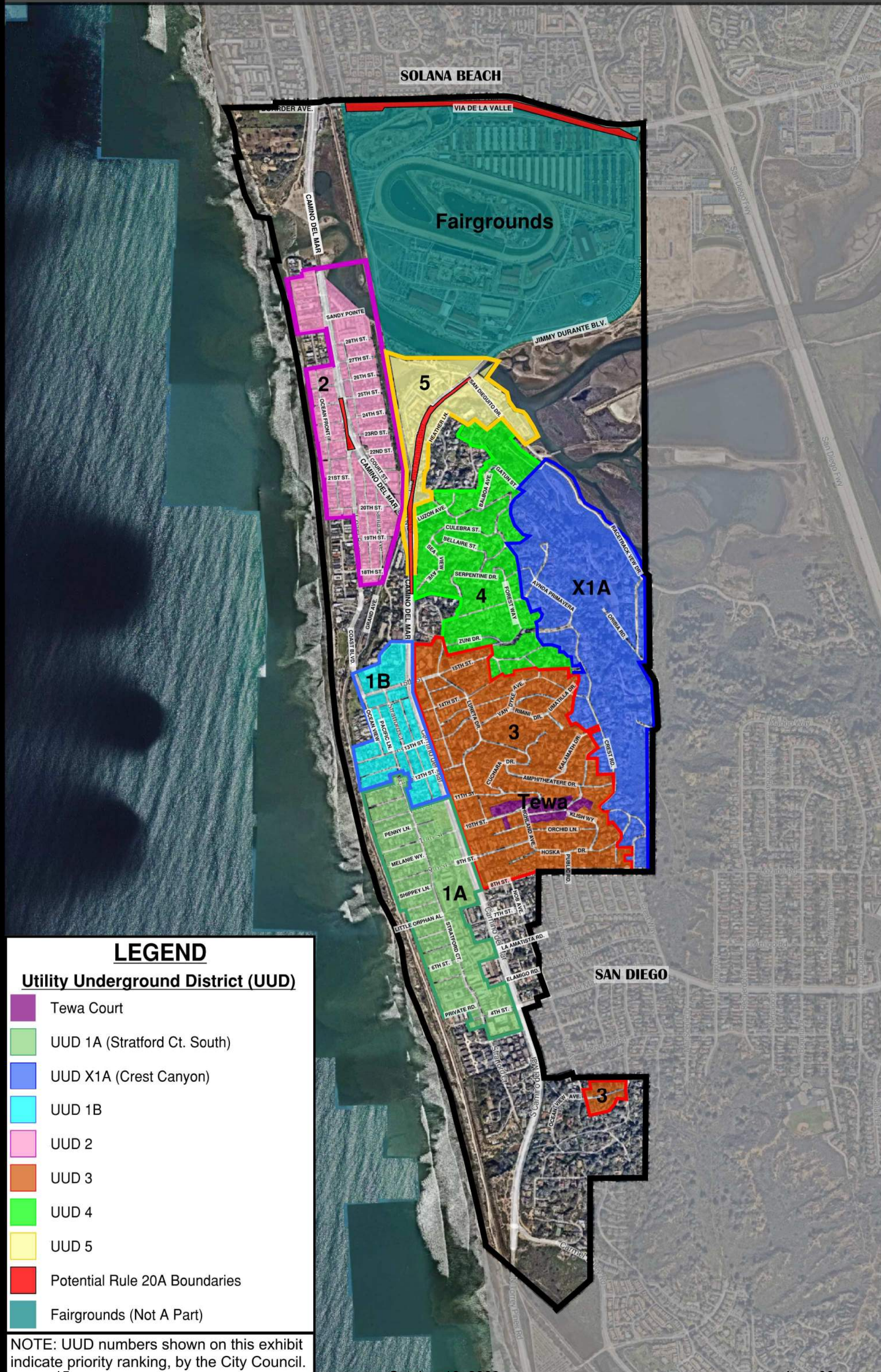
Task Order #04a - District 1B Stratford Ct. North Services

Item #	Description	US Principal	KCM Principal	US Sr. PM	KCM Sr. PM	US Asst PM	KCM PM	KCM PC	Fusco	Total Cost	
4	Public Bidding Support										
a	Preparation of front-end bid documents, bid items, and special terms and conditions.	2.0			40.0		20.0		\$5,400	\$17,080	
b	Publish Notice Inviting Bids.				4.0					\$780	
c	Contact potential bidders and distribute bid package.				8.0					\$1,560	
d	Coordinate and manage Pre-Bid meeting.			2.0	6.0					\$1,530	
e	Manage bid RFI's, preparation of bid addendums, and distribute addendums to bidders, assumes up to three separate addendums.			10.0	20.0		12.0		\$2,800	\$10,600	
f	Coordinate and manage Bid Opening meeting.			2.0	4.0					\$1,140	
g	Review bids for completeness and accuracy, assumes six bidders, and prepare bid analysis.			6.0	12.0		16.0			\$6,220	
Subtotal Public Bidding Support		2.0	0.0	20.0	94.0	0.0	48.0	0.0	\$8,200	\$38,910	
Total Hours During Design & Bidding		90.0	8.0	284.0	541.7	38.0	248.0	137.0			
<i>Average Hours per Week (based upon 27 month schedule)</i>		<i>0.8</i>	<i>0.1</i>	<i>2.4</i>	<i>4.7</i>	<i>0.3</i>	<i>2.1</i>	<i>1.2</i>			
Rate Per Hour		\$190	\$215	\$180	\$195	\$120	\$175	\$95			
Total Cost During Design & Bidding		\$17,100	\$1,720	\$51,120	\$105,632	\$4,560	\$43,400	\$13,015	\$203,200		
Subtotal Estimated Cost for During Design & Bidding										\$439,747	
5	Construction Support										
a	Contract Administration: Change Order review and processing (Based on 5 mos. City Construction)				40.0		20.0	10.0		\$12,250	
b	Construction Administration: Requests for Information (RFI) Mgmt., weekly meetings, full time presence onsite during City Contractor construction and increased communications with homeowners (assumed full time for 5 mos. City Construction and average of once a week site observation visits during remaining 5 mos. Homeowner and Utility Construction).			52.0	40.0		1110.0			\$211,410	
c	Project status tracking and database updates during construction (Based on overall 10 mos. Construction)				20.0		60.0	14.0		\$15,730	
d	Storm Water Compliance Services; City to complete SWPPP in-house				0.0		0.0			\$0	
e	Project Accounting Support: Verification of invoices, lien release review, prevailing wage (Based on 5 mos. City Construction)				20.0		20.0	12.0		\$8,540	
f	Budget and Schedule Monitoring (Based on overall 10 mos. Construction)				20.0			6.0		\$4,470	
g	Staking/Engineer's Const. Admin. services & RFI responses (Based on overall 10 mos. Construction)								\$24,400	\$24,400	
h	Allowance for miscellaneous tasking as requested by City staff.			20.0	40.0			40.0		\$15,200	
i	Closeout Services: Punchlist development and management, record drawings				40.0			8.0	\$4,900	\$13,460	
Subtotal Construction Support Services		0.0	0.0	72.0	220.0	0.0	1,210.0	90.0	\$29,300	\$305,460	
Total Hours During Construction		0.0	0.0	72.0	220.0	0.0	1,210.0	90.0			
<i>Average Hours per Week (based upon 10 month schedule)</i>				<i>1.8</i>	<i>5.5</i>		<i>30.3</i>	<i>2.3</i>			
Rate Per Hour		\$190	\$215	\$180	\$195	\$120	\$175	\$95			
Total Cost During Construction		\$0	\$0	\$12,960	\$42,900	\$0	\$211,750	\$8,550	\$29,300		
Subtotal Estimated Cost During Construction										\$305,460	
Total Estimated Cost for Task Order #04a - District 1B Stratford Ct.										\$745,207	

Exclusions

- Attendance at Meetings/Hearings not Specifically Included
- Notifications to property owners regarding consequences of refusing to underground
- Participation in enforcement actions on homeowners refusing to underground
- Management of private lateral undergrounding excluded – assumes coordination only
- Communications Subconsultant Support - to be provided by City Consultant
- Social Media Development, Operations - Assume by City
- Graphic Design will be a Reimbursable Expense
- Direct Mail will be a Reimbursable Expense
- GIS Support and GIS Exhibits

Citywide Utility Undergrounding Map



LEGEND

Utility Underground District (UUD)

- Tewa Court
- UUD 1A (Stratford Ct. South)
- UUD X1A (Crest Canyon)
- UUD 1B
- UUD 2
- UUD 3
- UUD 4
- UUD 5
- Potential Rule 20A Boundaries
- Fairgrounds (Not A Part)

NOTE: UUD numbers shown on this exhibit indicate priority ranking, by the City Council.



CITY OF DEL MAR
NOTICE OF PUBLIC HEARING

FORMATION OF UTILITY UNDERGROUNDING DISTRICT 1B

NOTICE IS HEREBY GIVEN that on Monday, October 16, 2023 at 4:30 p.m., (or as soon thereafter as practicable) in the City of Del Mar Town Hall, 1050 Camino Del Mar, Del Mar, California, the City Council will conduct a public hearing on the following:

Ascertaining whether to designate a certain area of the City as a utility undergrounding district subject to California Public Utilities Commission Rule 20 and in accordance with Del Mar Municipal Code section 23.54.030. The area is generally described as:

District 1B (Stratford Court North): Residential areas east and west of Stratford Court within the area west of Camino del Mar to the coast and from 11th Street to just north of 15th Street (L'Auberge Del Mar)

A map of the area is available on the City's web site at www.delmar.ca.us/up and is also attached here. Please note that you are receiving this notice because you have been identified as an affected property owner within the proposed undergrounding district formation area.

Materials related to this public hearing will be available at least 72 hours in advance of the meeting at City Hall, 1050 Camino del Mar, Del Mar, California 92014, during normal business hours and on our website at www.delmar.ca.us. Those desiring to be heard in favor of or in opposition to this item will be given an opportunity to do so by participating in City Council meetings remotely or in-person by addressing the City Council for up to three minutes or by submitting a written comment. **In-Person Participation:** Please submit a completed "Speaker Slip", including the item number you wish to speak on, to the City Clerk prior to the Mayor announcing the agenda item. The forms are located near the door at the rear of the Meeting Room. When called to speak, please approach the podium and state your name for the record. **Remote Participation:** Members of the public can participate in the meeting remotely using the Zoom link and/or dial-in information provided below. Those wishing to comment live should join the Zoom meeting when the item(s) they wish to speak on is announced or at the meeting start time for items not on the agenda. **Zoom Link:** <https://us02web.zoom.us/j/84790910014>; **Phone:** (669) 900-6833; **Meeting ID:** 847 9091 0014

Written Comments: Members of the public can participate in the meeting by submitting a written red dot comment to City of Del Mar, Attn: City Clerk, 1050 Camino del Mar, Del Mar CA 92014 via email to cityclerk@delmar.ca.us. The deadline to submit written comments is 12 p.m. on the day of the meeting and the subject line of your email should clearly state the agenda item you are commenting on.

If you have questions about the information in this notice, please contact Martin Boyd, Project Manager II at mboyd@delmar.ca.us or (858) 375-9531.

Background Information

The City of Del Mar has established a citywide Undergrounding Program (UP), which will remove utility poles and replace overhead cables for electricity and telecommunications with underground lines. This work was identified as a priority by the City Council following passage of a 1% sales tax measure known as Measure Q in 2016, which is the UP funding source. Information about the UP, along with Frequently Asked Questions, is available on the City’s UP webpage at: www.delmar.ca.us/up.

The City Council has identified several utility undergrounding districts throughout the City, and work on the UP will proceed on a district-by-district basis. At the public hearing noticed above, the City Council will consider the formation of Utility Undergrounding District 1B: Stratford Court North (UUD 1B).

In order to form a Utility Undergrounding District, Chapter 23.54 of the Del Mar Municipal Code requires a two-step process. This required action – the public hearing on October 16, 2023 - is the first step, by which the City Council, following the public hearing, forms the Utility Undergrounding District by adoption of a resolution. The second step is for City Council to adopt a resolution declaring the date by which all poles must be removed; that step will occur in the future. Once a district is formed it becomes unlawful to construct or maintain above-ground facilities beyond the date established by the City for removal of such facilities.

Shortly after the City establishes UUD 1B, SDG&E will begin the project design, which will take approximately twenty-four (24) months. During the design phase, there will be extensive coordination and communication with all affected property owners and residents by City staff and its consultant team to discuss timing, any required work on private property, and other helpful resources.

Please note that you are receiving this notice because you own property or reside within the proposed Utility Undergrounding District 1B as shown on available public records.

For additional information, please reach out to the Undergrounding Program Team at (858) 375-9513 or up@delmar.ca.us.



Sarah Krietor, Administrative Services Manager/
City Clerk

October 5, 2023
DATE

Attachments:

- Exhibit A (Utility Undergrounding District Map – District 1B)

Utility Undergrounding District 1B (UUD 1B) - Stratford Court North



Legend

DISTRICT 1B LIMITS

www.delmar.ca.us/up



CITY OF DEL MAR
NOTICE OF PUBLIC HEARING

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A map of the area is available on the City's web site at www.delmar.ca.us/up and is also attached here. Please note that you are receiving this notice because you have been identified as an affected property owner within the proposed undergrounding district formation area.

Materials related to this public hearing will be available at least 72 hours in advance of the meeting at City Hall, 1050 Camino del Mar, Del Mar, California 92014, during normal business hours and on our website at www.delmar.ca.us. Those desiring to be heard in favor of or in opposition to this item will be given an opportunity to do so by participating in City Council meetings remotely or in-person by addressing the City Council for up to three minutes or by submitting a written comment. **In-Person Participation:** Please submit a completed "Speaker Slip", including the item number you wish to speak on, to the City Clerk prior to the Mayor announcing the agenda item. The forms are located near the door at the rear of the Meeting Room. When called to speak, please approach the podium and state your name for the record. **Remote Participation:** Members of the public can participate in the meeting remotely using the Zoom link and/or dial-in information provided below. Those wishing to comment live should join the Zoom meeting when the item(s) they wish to speak on is announced or at the meeting start time for items not on the agenda. **Zoom Link:** <https://us02web.zoom.us/j/84790910014>; **Phone:** (669) 900-6833; **Meeting ID:** 847 9091 0014

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Shortly after the City establishes UUD 1B, SDG&E will begin the project design, which will take approximately twenty-four (24) months. During the design phase, there will be extensive coordination and communication with all affected property owners and residents by City staff and its consultant team to discuss timing, any required work on private property, and other helpful resources.

Please note you are receiving this notice because you own property or reside within 300 feet of the proposed Utility Underground District 1B as shown on available public records. However, your property/residence is not within the District 1B boundary being planned for undergrounding conversion at this time.

For additional information, please reach out to the Undergrounding Program Team at (858) 375-9513 or up@delmar.ca.us.



Sarah Krietor, Administrative Services Manager/
City Clerk

October 5, 2023
DATE

Attachments:

- Exhibit A (Utility Undergrounding District Map – District 1B)

Utility Undergrounding District 1B (UUD 1B) - Stratford Court North



Legend

DISTRICT 1B LIMITS

UUD 1B Estimated Total Project Costs (02-7000-7204)

Does not include costs for internal staff time or necessary City personnel for project management

Work Categories	Budget as of 10-16-23
Pre-Construction Phase - Professional Services	
Utility Specialists - District Formation Services (Includes US and KCM) (Approved)	\$74,375
Utility Specialists - Pre-Construction Services (Includes US, KCM, Fuscoe) (10/16/2023)	\$439,747
City Arborist Review (10/16/2023)	\$5,000
Environmental Review; <i>City to complete in-house</i>	TBD
Subtotal for Pre-Construction Professional Services	\$519,122

Utility Companies - Estimates for City Paid Design and Construction Costs	
SDG&E <i>Estimated based on UUD Tewa \$109.74/LF of Trench</i>	\$563,056
AT&T <i>Estimated based on UUD 1A \$15.61/LF of Trench</i>	\$80,074
Subtotal for Utility Company Costs	\$643,130

Construction Phase	
City's General Contractor (Actual amount will be determined via City bid process). <i>Estimate based on UUD Tewa \$344.40/LF of Trench</i>	\$1,767,124
Utility Specialists Construction Management and Support (10-month construction) <i>Full-time for City construction and as-needed for remainder</i>	\$305,460
Storm Water Compliance Services; <i>City to complete SWPPP in-house</i>	\$25,000
Additional Construction Management Services Contingency <i>For any necessary professional services during construction not accounted for in the budget. Estimated at 20% of construction management & support.</i>	\$66,092
Subtotal for Construction Phase	\$2,163,676

Combined Estimated Total	\$3,325,928
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Note: Highlighted are items requested as part of this agenda report.