



Office of the City Manager

CONSENT CALENDAR
December 12, 2023

To: Honorable Mayor and Members of the City Council
 From: Dee Williams-Ridley, City Manager
 Submitted by: LaTanya Bellow, Deputy City Manager; Interim Director, Public Works
 Subject: Contract No. 103266-1 Amendment - Karste Consulting, Inc. for Emergency Preparedness Services and Training

RECOMMENDATION

Adopt a Resolution authorizing the City Manager to execute an amendment to Contract No. 103266-1 with Karste Consulting, Inc. to increase the amount by \$100,000 for a total amount not to exceed \$450,000 and to extend the term through June 30, 2025.

FISCAL IMPACTS OF RECOMMENDATION

Funding for the amendment will be recommended for appropriation through the Second Amendment to the FY 2024 Annual Appropriation Ordinance (AAO2), and the annual cost of approximately \$45,000 will be allocated from the following Public Works funds: Street Light Fund, Equipment Maintenance, Building Maintenance, Zero Waste, Sanitary Sewer, and Clean Storm Water.

The FY2025 appropriations are subject to Council adoption of the budget. Actual expenditures may change based on specific training needs.

CURRENT SITUATION AND ITS EFFECTS

Public Works staff, like all City employees, are Disaster Service Workers and first responders to citywide disasters and emergencies, and its Department Operations Center (DOC) may be activated and mobilized in emergency events. Public Works staff must maintain relevant and up to date training to respond appropriately to emergency and disaster situations. Karste Consulting, Inc. (Karste) is well-qualified to provide the expertise needed to assist the Department with updating its emergency response plan; providing guidance on materials and equipment selection for the DOC; coordinating table top and activation exercises; and providing recommendations for improving the DOC and staff preparedness.

Karste helped Public Works create a virtual DOC and is now working to further develop actions plans for specific types of emergencies. The Operations Division is currently working through the recommendations provided by Karste from the FY2023 DOC training. In addition, Karste will be providing Public Works staff a Disaster Service Worker Training.

Amending the Karste contract is a Strategic Plan Priority Project, advancing our goal to create a resilient, safe, connected, and prepared city.

BACKGROUND

In September 2014 the City issued an RFP for Emergency Services Review and Training for the Department of Public Works (Specification No. 15-10888). Karste was selected through that competitive bid process and was authorized by the City Manager to enter into Contract Number 9786 for a not-to-exceed amount of \$25,000 for the period October 1, 2014 to September 30, 2016.

On September 4, 2015, the City Manager approved an amendment for a revised not to exceed amount of \$50,000 for the period of October 1, 2014 to June 30, 2017.

On June 28, 2016, City Council approved a contract amendment to increase the contract not to exceed amount by \$100,000 and extend the contract term through June 30, 2019.

On September 25, 2018, City Council approved a contract amendment to increase the contract amount by \$100,000 for a total not to exceed amount of \$250,000 and extend the contract term through June 30, 2021.

On November 17, 2020, City Council approved a contract amendment to increase the contract amount by \$100,000 for a total not to exceed amount of \$350,000 and extend the contract through December 31, 2022.

On November 14, 2022, the City Manager extended the contract through June 30, 2023.

On June 26, 2023, the City Manager extended the contract through June 30, 2024.

The Department of Public Works is responsible for responding to many citywide emergencies and disasters. Karste offers support on needed updates to the DOC Emergency Operations Plan and provides opportunities to test the effectiveness of the Plan through ongoing staff training and exercises.

ENVIRONMENTAL SUSTAINABILITY AND CLIMATE IMPACTS

Karste has prepared a Debris Management Plan which, in the event of an emergency or disaster, will manage generated debris in the most sustainable way possible. There are no identifiable climate impacts.

RATIONALE FOR RECOMMENDATION

The recommended amendment allows the City continued access to a proven consultant providing sound disaster and emergency preparedness training, exercises and guidance to Public Works staff. Karste has consistently provided high quality, cost effective professional services to the City. Currently, Public Works does not have staff in house who possess needed expertise in this area.

ALTERNATIVE ACTIONS CONSIDERED

None. The Department currently needs external expertise to support its ongoing emergency preparedness training.

CONTACT PERSON

Joy Brown, Operations Manager, Department of Public Works, (510) 981-6629
John Hurtado, Streets & Utilities Superintendent, Department of Public Works, (510)
981-6484

Attachment:
1: Resolution

RESOLUTION NO. ##,###-N.S.

CONTRACT NO. 103266-1 AMENDMENT: KARSTE CONSULTING, INC. FOR
EMERGENCY PREPAREDNESS SERVICES AND TRAINING

WHEREAS, Karste Consulting, Inc. was selected through the City's competitive bid process, and in September 2014 the City Manager executed a contract to provide emergency preparedness services and training in an amount not-to-exceed \$25,000; and

WHEREAS, on September 4, 2015, the contract was amended and approved by the City Manager for a revised not to exceed amount of \$50,000 for the period of October 1, 2014 to June 30, 2017; and

WHEREAS, on June 28, 2016, Council approved a contract amendment for a revised not to exceed amount of \$100,000 for additional training and preparedness through June 30, 2019; and

WHEREAS, on September 25, 2018, Council approved a contract amendment for a revised not to exceed amount of \$250,000 and extended the contract term through June 30, 2021; and

WHEREAS, on November 17, 2020, Council approved a contract amendment to increase the contract amount by \$100,000 for a total not to exceed amount of \$350,000 and to extend the contract through December 31, 2022; and

WHEREAS, on November 14, 2022, the City Manager extended the contract through June 30, 2023; and

WHEREAS, on June 26, 2023, the City Manager extended the contract through June 30, 2024; and

WHEREAS, Public Works needs consulting services to provide ongoing training and assistance to the Department Operations Center to prepare for emergencies and disasters; and

WHEREAS, funding for the amendment will be recommended for appropriation through the Second Amendment to the Annual Appropriation Ordinance, and approximately \$45,000 of annual costs will be allocated in FY 2025 from Street Light Fund, Equipment Maintenance, Building Maintenance, Zero Waste, Sanitary Sewer, and Clean Storm Water.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley the City Manager is authorized to execute the amendment of Contract No. 103266-1 with Karste Consulting, Inc. increasing the amount by \$100,000 for a total contract amount not to

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exceed \$450,000, and extending the term through June 30, 2025. A record signature copy of said agreement and any amendments to be on file in the Office of the City Clerk.

