



Midpeninsula Regional  
Open Space District

R-17-86  
Meeting 17-15  
June 28, 2017

## AGENDA ITEM 12

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Award of Contract with PGA Design, Inc., to provide design and engineering services for the Alma College Cultural Landscape Rehabilitation Project at Bear Creek Redwoods Open Space Preserve

### GENERAL MANAGER'S RECOMMENDATIONS

1. Authorize the General Manager to enter into a contract with PGA Design, Inc., to provide design and engineering services, complete construction plans, and provide permitting support for the Alma College Cultural Landscape Rehabilitation Project at Bear Creek Redwoods Open Space Preserve for a not-to-exceed amount of \$472,008.
2. Authorize a separate contract allowance of \$47,200 specifically for additional permitting, design, and public meeting preparation and attendance related to the Santa Clara County Historical Heritage Commission permitting process that are beyond the current scope of work to avoid potential implementation delays.
3. Authorize a 15% contingency of \$70,800 to cover potential unforeseen design requirements.

### SUMMARY

Design, engineering, and construction documentation services are required to implement critical actions of the Alma College Cultural Landscape Rehabilitation Plan, which the Board of Directors (Board) approved as part of the larger Preserve Plan on January 2017. Based on the results of a Request for Proposals (RFP), the General Manager recommends awarding a contract to PGA Design, Inc., for a total not-to-exceed amount of \$590,008. This includes a 15% contingency of \$70,800, and a separate contract allowance of \$47,200, to be reserved specifically for additional services related to the Santa Clara County Historical Heritage Commission (HHC) permit process that are beyond the current scope of work to avoid project delays. This allowance is highly recommended given the complexity of the permitting process through the HHC. Sufficient funds for the contract are included in the Fiscal Year 2017-18 Budget and three year Capital Improvement Program.

### BACKGROUND

Bear Creek Redwoods Open Space Preserve is targeted to open to the public in late 2018, and intensive efforts to prepare the Preserve for anticipated high levels of visitor use are well underway. Clean up, stabilization, and minimal rehabilitation of the former Alma College site, located at the main Preserve entrance, is critical to providing a safe and inviting visitor experience at the Preserve.

As part of the Bear Creek Redwoods Preserve Plan, the Board approved implementation of the Alma College Cultural Landscape Rehabilitation Plan (R-17-15). Prior to this approval, the Board examined the Rehabilitation Plan, including estimated costs and phasing at a study session and a regular meeting (R-16-33; R-16-50).

Initial Rehabilitation Plan actions include:

- Hazardous materials assessment and remediation
- Historic documentation and demolition of the garage, classroom, and 1950 library
- Structural stabilization of the Chapel and 1934 library (does not include potential future partner-funded work to re-use the Chapel)
- Revegetation, stabilization, and/or rehabilitation of the key landscape elements that define the historic character of the site,
- Visitor amenities, including interpretive signs, picnic tables and benches, and access and safety improvements.

Implementation costs are approximately \$4 million. Under Measure AA, \$4.1 million is allocated to “rehabilitate the Alma College site”.

## DISCUSSION

The District requires the services of a qualified consultant team to complete design development, construction documentation, and permitting for the initial Rehabilitation Plan actions. The team must include a cultural landscape specialist, structural engineer, architectural historian, civil, geotechnical and environmental engineers, and an interpretive designer. Staff released a Request for Proposals (RFP) on April 17, 2017, through a targeted mailing to 13 firms with known expertise in cultural landscapes, as well as posting on the District website. Staff also contacted consultants by phone to solicit proposals, and presented the project at the California Preservation Foundation annual conference on May 11, 2017, in part to generate interest in the project. A pre-proposal site tour was held on site on May 5, 2017, and was attended by 12 consultants representing four teams.

All public contracting code requirements were met, and exceeded, in this robust RFP process and targeted solicitation. Nevertheless, the District received only one proposal from PGA Design, Inc. Factors influencing the low response to the RFP include the highly specialized nature of the project, a perception of the overwhelming advantage of the incumbent consultant team (led by PGA Design, Inc.), and an overall thriving construction market. Four of the targeted firms, Page and Turnbull, BFS Landscape Architects, Callendar Associates, and Harris Design, immediately contacted staff to decline the RFP, citing extremely full workloads and perceived low potential return on the time investment in assembling such a specialized and large project team for the proposal. Following the pre-proposal site tour, two firms contacted staff to further discuss the project and confirm that the incumbent firm was expected to propose on the project. These firms, Restoration Design Group and Architectural Resource Group, subsequently declined to submit proposals for the RFP.

The goal of an RFP is to solicit interest and receive proposals from firms that include information on the suggested approach and on the team of qualified experts that will carry out the goals of the project. Proposals are reviewed and scored against specific selection criteria to identify the top ranking proposer who offers the best package and final product. Fees are one of the factors considered, but not a determining factor. When only one proposal is received and no

comparison is possible, staff examines the proposed scope and fee very carefully, and attempts to compare the proposal to those received for similar projects. In this case, the project team performed a thorough analysis of the one proposal, resulting in greater clarification and refinement of several key scope items. The proposed design fee was also compared with several recent design projects (including the Bear Creek Stables Improvements, Sears Ranch Road Parking Area, Mount Umunhum Summit Project, and the Alma College Parking Area) and found to be comparable or below other comparable projects. Moreover, PGA Design maintains a proven track record at the District in providing high-quality work products on time and within budget, including design, engineering, and construction documentation for the Sears Ranch Road Parking Area. The multidisciplinary project team includes Fall Creek Engineering, DCI Structural Engineers, Butano Geotechnical, Knapp Architects, Rincon Environmental, and Sibbett Group, a renowned interpretive design firm. The Alma College site would greatly benefit from these firms' extensive, exemplary experience.

A standard contingency of 15% is recommended to cover unforeseen expenses. In addition, due to the complex nature of the Historical Heritage Commission permit process, a 10% allowance for new issues that may arise during permitting is also recommended. These additional funds would be added to the contract only if needed, and upon the approval of the General Manager. Please note that the proposed contract does not include construction administration services at this time; the extent of these services will be better defined once the schematic designs are completed, at which time an amendment for inclusion of these future services will be brought to the Board for approval.

As a rule of thumb, design and engineering fees are typically estimated to be 10 to 20% of the construction cost, depending on project complexity and level of uncertainty. The Alma College construction cost is estimated at \$4 Million. Therefore, the design fee is expected to be between \$400,000 and \$800,000. The proposed PGA contract, with contingency, is well within this range. The PGA contract fees by task are provided in the table below.

Task	Description/Deliverable	Fee
1	Work Plan/ MS Project Schedule	\$4,390
2	Interpretive Plan/Site Plan and Design of Four Interpretive Features*	\$68,825*
3	Historic Structures Documentation/Archival Materials*	\$17,170*
4	Site Survey/Topographic Base Map	\$18,535
5	Phase II Environmental Site Assessment/Remediation Work Plan**	\$44,030**
6	Demolition and Site Improvements Plans and Specifications	\$274,528
7	Project Management/Project Log, Pay Applications, etc.	\$34,120
	Direct expenses	\$10,410
	Total fee, less contingencies and allowances	\$472,008

\*Required as mitigation for removal of the classroom and new library buildings

\*\*Required as mitigation for potential environmental impacts of hazardous materials, including three (3) potential underground fuel storage tanks, lead, and asbestos.

## FISCAL IMPACT

The Fiscal Year (FY) 2017-18 budget includes \$575,600 for the Alma College Cultural Landscape Rehabilitation Project (MAA 21-006), and the three-year Capital Improvement Program includes additional budget of \$3,077,850 for the Project. The following table outlines

the Measure AA Portfolio 21 budget, costs-to-date, and the fiscal impact related to Project MAA 21-006.

	<b>FY2016-17</b>	<b>FY2017-18</b>	<b>FY2018-19</b>	<b>FY2019-20</b>
<b>MAA 21-006 Budget:</b>	<b>\$347,050</b>	<b>\$575,600</b>	<b>\$900,550</b>	<b>\$2,177,300</b>
Spent to Date (as of 05/31/2017):	\$179,964			
Encumbrances:	\$8,804			
H.T. Harvey & Assoc. Proposed Amendment:	\$0	\$35,000	\$15,000	\$7,000
PGA Design. Inc. Agreement Proposed Amount:	0	300,000	290,008	TBD
<b>Budget Remaining (Proposed):</b>	<b>\$258,282</b>	<b>\$240,000</b>	<b>\$595,542</b>	<b>\$2,170,300</b>

<b>MAA 21 Portfolio Allocation:</b>	<b>\$17,478,000</b>
Life-to-Date Spent (as of 05/31/2017):	\$649,814
Total Encumbrances:	\$622,869
HT Harvey & Assoc/Bat Relocation and Habitat Replacement	\$80,905
Proposed Award of Contract to PGA Design (MAA 21-006)	\$590,008
<b>Balance Remaining (Proposed):</b>	<b>\$15,534,404</b>

## BOARD COMMITTEE REVIEW

Rehabilitation of the former Alma College site was guided by committee and public input at three meetings of the Planning and Natural Resources Committee, including one neighborhood meeting, held in Los Gatos on April 29, 2015. In addition, the full Board received a presentation of the Rehabilitation Plan at its June 24, 2015 meeting, and reviewed the information on March 23, 2016 and May 11, 2016. The Alma College Cultural Landscape Rehabilitation Plan was approved by the Board as part of the larger Bear Creek Redwoods Preserve Plan on January 25, 2017.

## PUBLIC NOTICE

Public notice of this Agenda Item was provided per the Brown Act. Additional notice was provided to interested parties of the Bear Creek Redwoods Preserve Plan and historic resources, as well as adjoining neighbors of Bear Creek Redwoods Open Space Preserve.

## CEQA COMPLIANCE

The Alma College Cultural Landscape Rehabilitation Plan was included in the Draft and Final EIR completed for the Preserve Plan, which was certified by the Board at the January 25, 2017 meeting (R-17-15).

## NEXT STEPS

Upon Board authorization, the General Manager will direct staff to enter into a contract with PGA Design, Inc. Staff will continue to pursue a demolition permit with Santa Clara County for the removal of select Board-approved buildings. Permitting is anticipated to be complete within one year, with implementation of the initial Rehabilitation Plan actions complete by 2021.

Responsible Department Head:  
Jane Mark, AICP, Planning Manager

Prepared by:  
Lisa Bankosh, Planner III