



Midpeninsula Regional  
Open Space District

R-17-111  
Meeting 17-23  
September 27, 2017

## AGENDA ITEM 8

### AGENDA ITEM

Award of Contract for Environmental Services to Support the Ravenswood Bay Trail Project

### GENERAL MANAGER'S RECOMMENDATIONS

1. Authorize the General Manager to enter into a multi-year contract with H.T. Harvey and Associates to provide environmental consulting services to support the Ravenswood Bay Trail Project for a base contract amount of \$58,000.
2. Authorize a 15% contingency of \$8,700, to be expended only if necessary to cover unforeseen conditions, for a not-to-exceed contract amount of \$66,700.

### SUMMARY

The Ravenswood Bay Trail Project (Project) (MAA 02-002) will close a gap in the San Francisco Bay Trail, linking Ravenswood Open Space Preserve (Preserve) with University Avenue in East Palo Alto and Menlo Park. Currently, trail design and engineering plans are under development. Once complete, expert assistance will be needed to prepare complex permit applications, and consult and negotiate with more than five different regulatory agencies. Based on the results of a Request for Proposals (RFP) issued on July 26, 2017 for this work, the General Manager recommends awarding a contract to H.T. Harvey and Associates for a total amount not-to-exceed \$66,700. The Planning Department's FY2017-18 budget includes funds sufficient to cover the contract's anticipated FY2017-18 expenditures of \$40,000. The FY2018-19 Budget would include funds to close the contract for work remaining next fiscal year.

### DISCUSSION

In November 2016, the Board of Directors approved the conceptual trail alignment and certified the Project's Initial Study / Mitigated Negative Declaration. Detailed trail design and engineering plans are under development, and once complete, environmental consultants will be needed to assist with the preparation of permit applications as well as consultation and negotiations with the regulatory agencies.

The consultant hiring process for this Project leveraged a separate Request for Proposals and Qualifications (RFPQ) process that was conducted in 2016 to establish biological on-call consultant contracts and a prequalified consultant list for other future work. Using this prequalification list, staff issued a separate RFP to three of the most qualified firms on the list for the Project with environmental consulting expertise, and experience (1) monitoring and handling sensitive species that may occur at the site and (2) securing permits for work in bayland habitat. One proposal was received from H. T. Harvey and Associates. Their bayfront experience

working on the South Bay Salt Shoreline and Palo Alto Baylands Boardwalks project make them very well suited for the Ravenswood Bay Trail Project.

<b>Pre-qualified Firms</b>	<b>Location</b>	<b>Proposed Fee</b>
H.T. Harvey and Associates	San Jose, CA	\$66,700
AECOM	Oakland, CA	Nonresponsive
LSA	Pt. Richmond, CA	Nonresponsive

### **FISCAL IMPACT**

The Planning Department's FY2017-18 budget includes \$149,000 for the Ravenswood Bay Trail Project (MAA 02-002). Within this budget, there are funds sufficient to cover this contract's anticipated FY2017-18 expenditures of \$40,000. The upcoming FY2018-19 Budget would include sufficient funds to close out the remaining work under this contract.

	<b>FY17-18</b>	<b>FY18-19</b>
<b>MAA 02-002 Planning Budget</b>	<b>\$149,000</b>	<b>\$253,600</b>
Spent-to-Date (as of 8/24/17):	\$0	\$0
Encumbrances:	\$100,000	N/A
H.T. Harvey Contract (projected - including 15% contingency applied in FY18-19):	\$40,000	\$26,700
<b>MAA 02-002 Budget Remaining (Proposed):</b>	<b>\$9,000</b>	<b>\$226,900</b>

The following table outlines the Measure AA Portfolio 02 Regional: Bayfront Habitat Protection and Public Access Partnership budget, costs-to-date, and the fiscal impact related to the Ravenswood Bay Trail Project (MAA 02-002).

MAA #02 Portfolio Allocation:	<b>\$5,052,000.00</b>
Grant income received to date (as of 8/24/17):	\$104,338.30
Life-to-Date Spent (as of 8/24/17):	\$ 286,139.81
Encumbrances:	\$100,000.00
Recommended Action – Costs (including 15% contingency):	\$66,700.00
<b>MAA #02 Balance Remaining (Proposed):</b>	<b>\$ 4,703,498.49</b>

### **BOARD COMMITTEE REVIEW**

A Real Property Committee meeting was held on February 16, 2016 in the City of East Palo Alto to provide committee members and the public with a status update on the Ravenswood Bay Trail Project and trail easement acquisition from the SFPUC to close a critical Bay Trail gap. On November 16, 2016, the Board of Directors approved the conceptual trail alignment and certified the Project's Initial Study / Mitigated Negative Declaration.

### **PUBLIC NOTICE**

Public notice was provided as required by the Brown Act.

**CEQA COMPLIANCE**

The award of contract is not a project subject to the California Environmental Quality Act.

**NEXT STEPS**

Following Board approval, the General Manager will direct staff to enter into a contract with H.T. Harvey and Associates to provide environmental services in support of the Ravenswood Bay Trail Project.

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