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Staff Report for a Resolution to Approve a Consulting Services Agreement with Harris Design for Construction Support on the Siempre Verde Park Rehabilitation Project, Project No. 2015.0270

SUMMARY AND RECOMMENDATIONS

Staff recommends that the City Council approve and authorize the City Manager to execute a Consulting Services Agreement (CSA) with Harris Design in the amount of \$60,335.00 to provide support services during the construction phase of the Siempre Verde Park Rehabilitation Project, Project No. 2015.0270

BACKGROUND

A master plan for Siempre Verde Park was completed in 2010. It envisions the entire park rebuilt and reconfigured with new play structures, picnic tables, barbeques, restrooms, pathways, basketball courts, exercise stations, and a smaller field with a new irrigation system. In December 2014, the City received a grant from the State of California Department of Housing and Community Development (HCD) to partially fund these improvements.

The HCD grant funds only construction costs and must be expended by June 2016. Consequently, the development of construction-ready plans and specifications was expedited and the project was advertised for bidding on May 29, 2015, with the bid opening scheduled for August 3, 2015.

Analysis

Harris Design was selected to provide design services to prepare the construction-ready documents for the subject project because they are an experienced landscape architecture firm, and their past projects with the City were well received.

Construction of the Siempre Verde Park Rehabilitation Project will involve multiple trades and

disciplines. It will include the installation of items and structures for which City staff does not have the requisite expertise and/or knowledge to oversee. Staff recommends that Harris Design and its team of sub-consultants should be retained by the City during the construction phase to provide support services, because they are familiar with the project and have the requisite expertise. Support services will include, but will not be limited to, site visits during construction, review of contractor submittals, and responding to technical questions regarding the contract documents.

Current Agency Policies

- 2013-15 City Council Goal: Maintain and enhance the City's infrastructure

Previous Actions

- On March 2, 2015, by Resolution No. 2015-058, the City Council allocated funds for the design and construction of the Siempre Verde Park Rehabilitation Project and approved a Consulting Services Agreement with Harris Design for the development of construction-ready plans and specifications for the subject project
- On December 1, 2014, by Resolution No. 2014-132, the City Council authorized the City Manager to Execute a State Standard Agreement with the California Department of Housing and Community Development for a Housing-Related Parks Program Grant in the Amount of \$1,376,600
- On January 6, 2014, by Resolution No. 2014-004, the City Council authorized the City Manager to Submit an Application for Housing-Related Parks Program Grant Funds

Applicable General Plan Policies

Goal 21 - Rehabilitation of Existing Parks: Maintain and improve San Leandro's existing parks and recreational facilities

Environmental Review

This project is categorically exempt from CEQA per Section 15268 - Ministerial Projects of the CEQA guidelines. The Notice of Exemption was filed with the Alameda County Recorder on December 16, 2010.

Summary of Public Outreach Efforts

The Recreation and Human Services Department held the following meetings to gather public input on Siempre Verde Park when developing the master plan:

- February 3, 2010, 7:00 PM, Recreation and Parks Commission Public Meeting, San Leandro City Hall South Offices
- February 3, 2010, 9:00 AM, Interactive Meeting with Students, Washington Elementary School
- February 3, 2010, 8:15 AM, Parent-Teacher Association "Coffee Klatch" Meeting, Washington Elementary School
- January 28, 2010, 7:00 PM, Community Meeting/Design Charrette, San Leandro City Hall

South Offices

- January 23, 2010, 10:00 AM, Community Meeting, San Leandro City Hall South Offices
- January 21, 2010, 10:00 AM, Senior Commission Meeting, San Leandro City Hall Sister Cities Gallery
- January 20, 2010, 7:00 PM, Community Meeting, San Leandro City Hall Sister Cities Gallery
- January 19, 2010, 6:00 PM, Youth Advisory Commission Meeting, San Leandro City Hall Sister Cities Gallery

Fiscal Impacts

The subject contract is in the amount of \$60,335.00 and will be funded with the Park Development Fees previously allocated for this project in account 122-62-116.

The total estimated project cost, including design, construction and construction administration, is \$3,569,831.06 for the base bid, and \$4,021,199.25 for the base bid plus all additive bid items.

Budget Authority

Funding allocations for the Siempre Verde Park Rehabilitation Project are as follows:

- 1) \$876,600.00 - Special Grants Fund, Siempre Verde Park Rehabilitation Project, Account No. 150-62-116, allocated in FY 2014-15
- 2) \$1,538,000.00 - Park Development Fees, Siempre Verde Park Rehabilitation Project, Account No. 122-62-116, allocated in FY 2014-15
- 3) \$1,145,594.00 - General Fund, Siempre Verde Park Rehabilitation Project, Account No. 210-62-116, allocated in FY 2014-15

ATTACHMENT(S)

- CSA - Harris Design Construction Services

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