



# City of Sunnyvale

## Agenda Item-No Attachments (PDF)

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### **REPORT TO COUNCIL**

#### **SUBJECT**

Adopt a Resolution to Authorize the Receipt of a \$973,525 Grant from the State Department of Housing and Community Development, Approve Budget Modification No. 42 to Appropriate the Grant Funding, and Award a Contract to Design the Fair Oaks Park New Auxiliary Restroom and Parking Lot Improvements (F15-60)

#### **REPORT IN BRIEF**

Approval is requested to adopt a resolution authorizing the City to accept \$973,525 in Housing-Related Parks (HRP) Programs grant funds from the state Department of Housing and Community Development (HCD) to design and construct an auxiliary restroom and adjacent landscaping/parking lot improvements at Fair Oaks Park.

Approval is also requested for Budget Modification No. 42 to appropriate the grant funding, and to award a contract in the amount of \$144,883 to Harris Design of Berkeley to design the project and provide construction support services, and for a 10% design contingency in the amount of \$14,488.

#### **ENVIRONMENTAL REVIEW**

Award of a design contract is not a project as defined in Section 15378 of the California Environmental Quality Act (CEQA).

#### **BACKGROUND AND DISCUSSION**

On December 17, 2013 Council authorized Housing staff to apply for a 2013 HRP Grant, which required the adoption of Resolution No. 628-13 (RTC No. 13-293). In October 2014, Housing staff was notified by HCD that the Resolution authorizing the application submittal, and subsequent execution of the grant agreement, needed to include the actual funding amount being awarded. This amount was not known at the time the Resolution was adopted, so Council must approve a new Resolution to identify the award amount of \$973,525 (Attachment 1).

The scope of work for the project is to demolish the existing auxiliary restroom and install a new disabled access auxiliary restroom located closer to the southern ballfields and skatepark. The scope also includes removal of water-intensive landscaping, to be replaced with drought-tolerant and native species; and renovating the parking lot pavement.

Due to limitations on the grant expenditure period, this project is proceeding ahead of the larger Fair Oaks Renovation and Enhancement Project (Capital Project 830340), which is not scheduled to begin engineering design until FY 2015/16. The State grant requires construction to be completed by June 30, 2016. Staff will closely coordinate the two projects during their respective design and construction stages and will ensure that the scopes for the two projects remain distinct and do not overlap.

The Request for Proposals for this project, RFP No. F15-60, was prepared by Public Works and Purchasing staff and was posted on the Demandstar public procurement network. Nineteen firms requested RFP documents. On February 4, 2015, one responsive proposal was received from Harris Design of Berkeley in the amount of \$144,883. The proposal was reviewed by an evaluation team consisting of Parks and Engineering staff, and the consultant was invited for interview. Subsequent scope and fee discussions resulted in adjustments to the level of effort for certain tasks (some areas were increased while others were decreased), but the overall fee remained unchanged.

### **FISCAL IMPACT**

Project costs are as follows:

Project design (including bid and construction support)	\$144,883
Design contingency (10%)	<u>\$14,488</u>
Total cost	\$159,371

Capital Project 831430 (Fair Oaks Park Auxiliary Restroom/Parking Lot Grant Project), in the amount of \$973,525, was to be included in the Recommended FY 2015/16 Budget. This budget modification will accelerate the funding appropriation into the current fiscal year, allowing work to begin upon award of contract. It should be noted that the HBP grant will cover 100% of the project expenses. No matching funds are required.

### **Budget Modification No. 42 FY 2014/15**

	<b>Current</b>	<b>Increase/ (Decrease)</b>	<b>Revised</b>
<b>Infrastructure Fund/ General Fund</b>			
<b>Assets</b>			
<u>Revenues:</u>			
State of CA - Housing and Community Development (HCD) grant	\$0	\$973,525	\$973,525
<u>Expenditures:</u>			
Project 831430: Fair Oaks Auxiliary Restroom / Parking Lot Grant Project	\$ 0	\$973,525	\$973,525

### **PUBLIC CONTACT**

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall, at the Sunnyvale Senior Center, Community Center and Department of Public Safety; and by making the agenda and report available at the Sunnyvale Public Library, the Office of the City Clerk and on the City's website.

### **RECOMMENDATION**

1) Adopt a resolution to authorize the receipt of \$973,525 in HRP Grant Funds; 2) Approve Budget Modification No. 42 to appropriate the funding; 3) Award a contract, in substantially the same format as Attachment 2 to the report and in the amount of \$144,883 to Harris Design for the subject project, and authorize the City Manager to execute the contract when all the necessary conditions have been met; and 4) Approve a 10% design contingency in the amount of \$14,488.

Prepared by: Pete Gonda, Purchasing Officer

Reviewed by: Grace K. Leung, Director, Finance  
Reviewed by: Manuel Pineda, Director, Public Works  
Reviewed by: Robert A. Walker, Assistant City Manager  
Approved by: Deanna J. Santana, City Manager

**ATTACHMENTS**

1. Resolution
2. Draft Consultant Services Agreement