



City of Sunnyvale

Agenda Item-No Attachments (PDF)

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REPORT TO COUNCIL

SUBJECT

Award of Contract for Park Buildings Rehabilitation Project-Serra And Washington Parks Auxiliary Restrooms (F18-002)

REPORT IN BRIEF

Approval is requested to award a contract in the amount of \$276,787 to Brad Cox, Architect, Inc. of San Jose to provide design and construction support services for the Park Buildings Rehabilitation Project at Serra And Washington Parks, and for a 10% contract contingency in the amount of \$27,679.

EXISTING POLICY

Pursuant to Chapter 2.08 of the Sunnyvale Municipal Code, contracts for this type of professional service are awarded pursuant to a Request for Proposals (RFP) best value process, unless otherwise exempt from the competitive bidding process. Additionally, City Council approval is required for contracts exceeding \$100,000.

ENVIRONMENTAL REVIEW

The action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(a) as it has no potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment.

BACKGROUND AND DISCUSSION

The Park Buildings Rehabilitation project will renovate the auxiliary restroom buildings at both Washington and Serra Parks. The work will consist of: relocating the integrated utility rooms to a new location, reconfiguration of storage space, and renovation of the men's and women's restroom facilities. All work will be performed in accordance with current codes for Title 24 building efficiency and to meet Americans with Disability Act (ADA) standards.

As an optional service, a deductive alternate will allow staff to evaluate the cost difference between rehabilitating the existing facilities or demolishing the existing facilities and installing new modular buildings.

A competitive Request for Proposal (RFP) was posted to the City's public procurement network in August 2017 with specific outreach to architectural firms with experience in park and recreation building renovations in the Bay Area. No responses were received. In accordance with Section 2.08.070 (b) (14) of the Sunnyvale Municipal Code, when no proposals are received, the Purchasing Officer may reissue the solicitation or the awarding authority may authorize the procurement without additional competitive bidding. In this situation, staff contacted perspective firms who indicated they

declined to submit a proposal due to existing heavy workloads. Therefore, the RFP was not reissued because the likelihood of receiving a sufficient number of proposals was low.

Staff reviewed past qualified architectural firms who had worked on projects for the City and identified Brad Cox Architect (BCA) as a strong candidate. BCA has worked on past City of Sunnyvale projects and received positive recommendations from the public and City staff. BCA has substantial experience designing community buildings and spaces for local public agencies, which include the City of San José, Foster City, and Redwood City, among others. BCA recently completed the Fair Oaks Park Recreation Building Renovation and Skate Park Lighting Project for the City of Sunnyvale.

Staff engaged BCA directly to submit a proposal confirming its qualifications, approach to delivering a successful project and a proposal to perform the work. BCA demonstrated its qualifications and submitted an initial proposal in the amount of \$295,800. The City then engaged BCA in discussions to clarify the level of effort and proposed project scope which resulted in a new proposal of \$276,787. The revised proposal decreased the cost of optional services, from \$35,594 to \$16,580, through critically evaluating redundancies and reducing certain tasks (without compromising project scope). Staff has also determined that the cost for this work is reasonable and fair and recommends awarding the contract to BCA.

Optional Services

The scope of work allows the consultant to recommend design alternatives and optional services for the project. These services, as proposed in Exhibit B of Attachment 1, include considerations for prefabricated restroom structures, path of travel upgrades to meet ADA compliance, and potholing for utilities. The design consultant will only proceed with these items if directed by the City. If through the conceptual and preliminary design process it is determined that some of these items are not required, then the use of the funds will not be authorized by staff.

Therefore, staff recommends awarding a contract for the Park Buildings Rehabilitation Project-Serra And Washington Parks Auxiliary Restrooms Project, including the base and optional services, to BCA for a total of \$276,788. A 10% design contingency in the amount of \$27,679 for the scope of services is also being requested, which is within industry standards for similar projects.

FISCAL IMPACT

The contract consists of base services in the amount of \$260,207, optional services in the amount of \$16,580 and a 10% contingency in the amount of \$27,679, for a total of \$304,466. Budgeted funding of \$3,338,540 for design and construction is available in Capital Project 818550.

Funding Source

This project is funded by Park Dedication Fees.

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) Award a contract in substantially the same form as Attachment 1 to the report and in an amount, not to exceed \$276,787 to Brad Cox, Architects, Inc. and authorize the City Manager to execute the contract when all necessary conditions have been met; and 2) Approve a 10% contract contingency in the amount of \$27,679.

Prepared by: Gregory S. Card, Purchasing Officer

Reviewed by: Timothy J. Kirby, Director of Finance

Reviewed by: Jennifer Ng, Interim Assistant Director of Public Works

Reviewed by: Teri Silva, Assistant City Manager

Approved by: Kent Steffens, City Manager

ATTACHMENTS

1. Draft Consultant Services Agreement with Brad Cox, Architect, Inc.