



Agenda Report

20-226

Agenda Date: 4/28/2020

REPORT TO COUNCIL

SUBJECT

Action on an Agreement for Design Professional Services with SSA Landscape Architects, Inc. for the Fairway Glen Park Restroom Construction Project [Council Pillar: Enhance Community Sports, Recreation and Arts Assets]

BACKGROUND

Fairway Glen Park was constructed in 1981 and is bounded by Kathryn Hughes Elementary School and residential homes on Avenida De Angelina and Corte Primavera. It contains two tennis courts, an open grass area, an age appropriate playground rehabilitated in 2012, picnic tables, and various other park amenities. To enhance user experience at the park, the Fairway Glen Park Restroom Construction Project (Project) proposes to construct a new restroom with improved accessibility.

DISCUSSION

A formal Request for Proposal (RFP) to design the Project was advertised on Bidsync in December 2019. In response to the RFP, the City received two proposals. The Department of Public Works (DPW) and Parks & Recreation Department reviewed the proposals in detail and invited the top ranked firm, SSA Landscape Architects, Inc. (SSA), to attend a panel interview with staff. SSA demonstrated a strong project understanding, has extensive experience in community outreach for park projects, and has successfully completed numerous parks projects for public and private entities throughout Central and Northern California. Staff recommends entering into the Agreement with SSA to provide professional services for the Project. The scope of work for the proposed Agreement includes community outreach, preparation of schematic design, preparation of construction documents (plans, specifications, and estimates) for Public Works construction bidding, and support services during bid and award, and construction phases. The Agreement includes a section covering Prevailing Wages.

Community outreach for the restroom layout and location is planned for fall 2020. Based on the results of the community meeting, the updated park site and restroom schematic design will be presented to the Parks and Recreation Commission for review and recommendation. Staff will return to City Council to present the recommended updated park site and restroom schematic design and ordinance in compliance with Measure R prior to preparing project contract documents. It is anticipated that project design will be completed in Summer 2021.

ENVIRONMENTAL REVIEW

This Agreement is for design professional services and the action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") Guidelines section 15378 as the action being considered does not commit the City to undertake the project and future discretionary approvals are required by the City to approve the project for

construction.

FISCAL IMPACT

The proposed Agreement is for a total not-to-exceed amount of \$199,418. This amount includes \$181,289 for basic services and a not-to-exceed amount of \$18,129 for additional services. Sufficient funds for the award of the Agreement are available in the Fairway Glen Park Restroom Project in the Parks & Recreation Capital Fund.

COORDINATION

This report has been coordinated with the Finance Department and City Attorney's Office.

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email clerk@santaclaraca.gov <<mailto:clerk@santaclaraca.gov>>.

RECOMMENDATION

1. Approve and authorize the City Manager to execute the Agreement for Design Professional Services with SSA Landscape Architects, Inc. for the Fairway Glen Park Restroom Project in the amount not-to-exceed \$199,418; and
2. Authorize the City Manager to make minor, non-substantive modifications to the Agreement, if needed.

Reviewed by: Craig Mobeck, Director of Public Works

Reviewed by: James Teixeira, Director of Parks & Recreation

Approved by: Deanna J. Santana, City Manager

ATTACHMENTS

1. Agreement