



## Agenda Report

21-1262

Agenda Date: 4/6/2021

### REPORT TO COUNCIL

#### SUBJECT

Action on an Agreement with Plump Engineering, Inc. for Design Professional Services for the Bowers Park Building and Sarah Fox Mausoleum Roof Rehabilitation Project

#### COUNCIL PILLARS

Deliver and Enhance High Quality Efficient Services and Infrastructure and Enhance Community Sports, Recreational and Arts Assets

#### BACKGROUND

The Bowers Park Building and Sarah Fox Mausoleum Roof Rehabilitation Project (Project) proposes roof rehabilitation of a recreation building at Bowers Park and the Sarah E. Fox Mausoleum at the Mission City Memorial Park (cemetery). Both facilities provide important service and benefit to the community and have been prioritized for rehabilitation.

Bowers Park (Park) is located at 2582 Cabrillo Ave. and contains a recreation building, restroom, open play area, newly renovated playground, on-site parking lot, picnic areas and other various park amenities. The Bowers Park recreation building has not been rehabilitated since its construction in 1957. Based on a system-wide Facility Condition Assessment of parks conducted by Kitchell in 2018, the roof is deteriorated and needs to be replaced.

The Sarah E. Fox Mausoleum (Mausoleum) is in an older section of the Mission City Memorial Park, located at 420 N. Winchester Blvd. The Mausoleum was constructed in the early 1900's and contains all original structural elements and architectural design. Over the last few years, the Mausoleum has experienced roof leaks resulting in heavy staining on the ceiling and floor of the building, leading to temporary suspension of its use as a community vault. The roof is deteriorated and needs to be rehabilitated to return the Mausoleum to full service.

The Project scope of work also includes conducting a complete building assessment for damage to existing floors, walls, and roof as a result of water leaks; lead and asbestos assessment of the existing building; preparing an abatement plan, as necessary, for lead and asbestos; providing necessary ADA improvements per Building Code; preparing contract documents for public works bidding; and bid, award, and construction support services.

#### DISCUSSION

A formal selection process was used to solicit proposals from consultants to provide the required design professional services. In January 2021, the City issued a Request for Proposals (RFP) to solicit proposals from qualified consultants for the Project. Staff received proposals from four firms: Aetypic, Plump Engineering, Walker Consultants, and Enviro International. A proposal review panel consisting of staff from the Department of Public Works and Parks & Recreation Department

evaluated each proposal against the criteria set forth in the RFP, including responsiveness to the RFP, qualifications of the firm, qualifications of key staff and their availability, project approach, and ability to complete the project within the proposed schedule.

Based on the panel's evaluation, Plump Engineering, Inc. (PEI) is recommended for award of contract, having submitted the best value proposal. PEI is a full-service firm that exhibits excellent experience in architectural, structural, mechanical, electrical, plumbing, civil, and landscape engineering. PEI demonstrated a strong project understanding and provided an excellent project approach to investigate and resolve the issues presented in the RFP. In addition, PEI has successfully completed similar projects for other government agencies and private companies.

Staff recommends entering into the Agreement with Plump Engineering, Inc. for Design Profession Services for the Bowers Park Building and Sarah Fox Mausoleum Roof Rehabilitation Project (Attachment 1). It is anticipated that the design of the Project will be completed by early 2022. This timeframe is subject to change based on the current issues related to the COVID-19 pandemic. The Agreement includes a section covering prevailing wage requirements.

### **ENVIRONMENTAL REVIEW**

This action 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.

### **FISCAL IMPACT**

The proposed Agreement is for a total not-to-exceed amount of \$136,390. This amount includes \$118,600 for basic services and \$17,790 for additional services. Staff is requesting 15 percent contingency for additional services due to the age of the buildings and potential unforeseen repairs that may require additional design efforts. There is sufficient funding for this agreement in the FY 2020/21 Adopted Capital Budget in the Bowers Park Roof Replacement Project (Parks & Recreation Capital Fund) and Sarah E. Fox Memorial Mausoleum Repair Project (Cemetery Capital Fund).

### **COORDINATION**

This report has been coordinated with the Parks & Recreation Department, the Finance Department, and the 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) <<mailto:clerk@santaclaraca.gov>>.

### **RECOMMENDATION**

1. Approve and authorize the City Manager to execute an agreement with Plump Engineering, Inc. for the Bowers Park Building and Sarah Fox Mausoleum Roof Rehabilitation Project in the amount not-to-exceed \$136,390; and
2. Authorize the City Manager to make minor modifications, including time extensions, to the agreement, if needed.

Reviewed by: Craig Mobeck, Director of Public Works  
Approved by: Deanna J. Santana, City Manager

**ATTACHMENTS**

1. Agreement