

CITY OF SANTA ROSA
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL
FROM: LISA WELSH, ACTING SUPERVISING ENGINEER

CAMRON MACDONALD, FACILITIES PLANNING
COORDINATOR
TRANSPORTATION AND PUBLIC WORKS
SUBJECT: APPROVAL OF AND AUTHORITY TO ISSUE DESIGN-BUILD
REQUEST FOR PROPOSALS FOR HEARN COMMUNITY HUB
AND APPROVAL OF PROFESSIONAL SERVICES AGREEMENT

AGENDA ACTION: RESOLUTION

RECOMMENDATION

It is recommended by the Transportation and Public Works Department and the Fire Department that the Council, by resolution: 1) approve the use of the Design-Build procurement method as in the best interest of the City; 2) authorize issuance of a Design-Build Request for Proposals for the Hearn Community Hub project; and 3) approve a Professional Services Agreement with Group 4 Architecture Research + Planning, Inc. of South San Francisco, California, to provide preliminary architectural/engineering design and Design-Build bridging documents not to exceed the amount of \$1,957,454.

EXECUTIVE SUMMARY

This resolution will approve the use of the Design-Build procurement method as in the best interest of the City, authorize the issuance of a Design-Build Request for Proposals (RFP) for the Hearn Community Hub Project (Project), and approve a Professional Services Agreement (PSA) with Group 4 Architecture Research + Planning, Inc. (Group 4) of South San Francisco, California, not to exceed the amount of \$1,957,454 to provide preliminary architectural/engineering design and Design-Build bridging documents. This item relates to City Council goal 5 to "Build and Maintain a Sustainable Infrastructure."

BACKGROUND

On January 11, 2022, the City Council approved the acquisition, adopted the programmatic California Environmental Quality Act (CEQA) checklist, and authorized

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the demolition of existing structures at 976, 980 and 1004 Hearn Avenue (Site), in total approximately 6 acres, for multiple future uses including:

- Dutton Avenue extension
- Colgan Creek Multi-Use Path extension
- Relocation of Fire Station No. 8
- Roseland Library
- Community/Cultural Center including Aquatics

In order to complete the acquisition, the City contracted with GHD, Inc. (GHD) for the programmatic environmental review of the property and potential uses. GHD prepared the programmatic CEQA checklist confirming that the public uses on the property are within the scope of the previously certified 2016 Program Environmental Impact Report (EIR) for the Roseland Area/Sebastopol Road and Roseland Area Annexation Projects Specific Plan. Satisfaction of the programmatic level CEQA checklist enabled the property acquisition. On October 31, 2022, the Assistant City Manager authorized an amendment to the CEQA contract with GHD to complete the remaining project specific studies.

Additionally, on June 21, 2022, the City Council approved a PSA with RossDrulisCusenbery Architecture, Inc. (RDC) for the Hearn Community Hub Needs Assessment Report (NAR) so that community input and participation could contribute to the development of the multi-use site. Six (6) community outreach sessions occurred between August 2022 – November 2022, and outreach is expected to be ongoing. The draft NAR is expected by December 2022. Staff and RDC intend to present the report to City Council early in 2023.

To date the City Council has authorized a total of \$20 million towards the Project. Of the \$20 million, \$10 million has been allocated from PG&E funds and \$10 million has been allocated from American Rescue Plan Act (ARPA) funds. More funds are needed to construct the project and staff are actively looking for funding opportunities. However, to complete this initial phase of work, adequate funds are available.

PRIOR CITY COUNCIL REVIEW

On July 13, December 7 and 21, 2021, in closed session, City Council provided direction to staff as to price and terms of negotiation related to the purchase of the properties.

On January 11, 2022, the City Council, by Resolution No. RES-2022-010, 1) made findings pursuant to State CEQA Guidelines sections 15162 and 15168 that the acquisition of 976, 980 and 1004 Hearn Avenue is within the scope of the previously certified Program EIR for the Roseland Area/Sebastopol Road and Roseland Annexation Projects Specific Plan and that no further environmental review was required at the time; 2) adopted the CEQA checklist; 3) adopted the Relocation Plan; 4) approved the acquisition of the Site subject to all contract contingencies and approved

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the demolition of the structures located thereon; and 5) authorized the Assistant City Manager or designee to execute all documents necessary to complete the acquisitions, subject to approval as to form by the City Attorney.

On February 15, 2022, the City Council, by Resolution No. RES-2022-029, increased appropriations to fund one-time programs using PG&E settlement funds and American Rescue Plan Act (ARPA) funds.

On June 21, 2022, the City Council, by Resolution No. RES-2022-132, approved a Professional Services Agreement with RossDrulisCusenbery Architecture, Inc., of Sonoma California, for the completion of the Hearn Community Hub – Needs Assessment and Collaboration Project.

On July 12, 2022, the City Council, by Resolution No. RES-2022-150, authorized an increase in appropriations by \$10,000,000 using PG&E settlement funds assigned in the General Fund reserves, for the Roseland Library project.

ANALYSIS

PSA award

On August 25, 2022, in anticipation of receiving a community NAR by the end of the year, staff released an RFP utilizing the online bidding platform, PlanetBids, for required preliminary architectural/engineering and bridging documents. A total of 1,038 vendors were notified and 91 vendors registered as prospective bidders. On October 6, 2022, a total of four (4) proposals were received. Consistent with City Council Policy 600-01 a Review Board was formed. Seven (7) Review Board members included stakeholders from both the City and the Sonoma County Library staff. Proposals were reviewed and scored. Evaluation was based on:

- Responsiveness to the Terms and Conditions of the RFP
- Qualifications and availability of the Project Team
- Scope of services
- Work Plan - including project approach, understanding and schedule
- Firm's experience with similar work, demonstrated technical ability and performance
- Innovation

The Review Board recommends the City Council award a contract to Group 4, whose proposal received the highest combined score.

Following the fully executed PSA, Group 4 will immediately begin the preliminary design utilizing the NAR prepared by RDC along with the assessed needs identified by the Sonoma County Library. The full scope of the PSA includes the following:

- Coordination with Project stakeholders
- Architectural and engineering preliminary Site design, including:
 - Geotechnical study

- Site plan and elevation renderings of the proposed project
- Bridging documents, including performance criteria to utilize for the Design-Build RFP
- Preliminary construction cost estimate
- Hazardous materials testing
- Optional National Environmental Policy Act (NEPA) services
 - NEPA may be required if future federal funding sources require NEPA
 - Including the funding in the contract allows staff to authorize the consultant to begin NEPA without delay
 - Staff will only authorize use of the NEPA services if required by future federal funding sources

The preliminary site plan is essential to completion of the required project level CEQA process with GHD. Staff will require that Group 4 prioritize the completion of the preliminary site plan so it can be available to GHD for completion of the CEQA process.

Design-Build

A Design-Build contract is an alternative contracting method in which a single design-build entity both designs and builds a project. This method expedites project delivery by overlapping the design and construction phases, potentially reducing project costs, and minimizing disputes between designer and contractor. The proposed procurement method will follow Section 3-60 of the City of Santa Rosa Municipal Code and comply with federal requirements for use of the ARPA and potentially other federal funds. Section 3-60 allows for selection of a Design-Build firm based on an initial prequalification process and a follow up RFP process based on performance objectives established for the project.

A Selection Committee will review and rank the proposals based on the evaluation criteria outlined in Section 3-60.120 of the City Code. Upon completion of the proposal rating process, the Selection Committee will make a recommendation to the City Council to award the Design-Build contract to the entity whose proposal is selected as providing the best value, meeting the interest of the City, and meeting the objectives of the Project. A request to award a contract will be presented to Council at a later date.

Staff consulted with JLL, Inc. through an existing contract to provide feedback on delivery strategies for the Project. The team analyzed the Project's funding, schedule, and scope; their analysis concluded that Design-Build delivery method is one of the top options best suited to the Project.

Use of ARPA funds stipulates two key deadlines: 1) funds must be obligated by December 31, 2024, and 2) funds must be expended by December 31, 2026. This is an accelerated yet attainable goal for the Project. A major benefit for the use of Design-Build is that the process will expedite dedication of ARPA funds by overlapping design and construction phases and reducing the overall Project delivery schedule. The

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traditional Design-Bid-Build process typically extends the expenditure of ARPA funds beyond the deadlines, potentially jeopardizing utilization of these funds.

FISCAL IMPACT

Approval of this action does not have a fiscal impact on the General Fund. Funding for this contract has been appropriated to Journal Ledger Account No. 17662 PG&E settlement funds for the Project.

ENVIRONMENTAL IMPACT

This action is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061(b)(3) and 15378 in that there is no possibility that the implementation of this action may have significant effects on the environment and that no further environmental review is required at this time. However, the construction of the Project would be considered a project under CEQA, and an environmental review will be required before the Project's construction.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable.

NOTIFICATION

Not applicable.

ATTACHMENTS

- Resolution / Exhibit A – Professional Services Agreement with Group 4 Architecture Research + Planning, Inc.

CONTACT

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