

CITY OF SANTA ROSA  
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL  
FROM: COLLEEN FERGUSON, DEPUTY DIRECTOR - ENGINEERING  
TRANSPORTATION AND PUBLIC WORKS DEPARTMENT  
SUBJECT: REVISED MASTER PLAN APPROVAL AND CONSTRUCTION  
CONTRACT AWARD – COURTHOUSE SQUARE  
REUNIFICATION

AGENDA ACTION: RESOLUTION AND MOTION

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RECOMMENDATION

It is recommended by the Transportation and Public Works Department that Council, by resolution, (1) approve the revised Master Plan for the Courthouse Square Reunification project, (2) authorize the City Manager to appropriate \$4,533,752 from the General Fund unassigned fund balance to the project account in order to proceed with construction, and, by motion, (1) award Contract No. C00702, Courthouse Square Reunification, in the amount of \$6,481,035.00 to the lowest responsive bidder, Thompson Builders Corporation of Novato, California, approve a 10% contract contingency, authorize a total contract amount of \$7,129,138.50, (2) provide direction to staff regarding enhancements to include in the construction project. Current project resources include funds from the Water Fund (\$644,687), Wastewater Fund (\$645,707), Gas Tax Fund (\$800,000), Parking District Fund (\$465,854), and General Fund (\$2,910,000).

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EXECUTIVE SUMMARY

The City Council approved a Master Plan for Courthouse Square Reunification project at the January 26, 2016 meeting. Since that meeting, design of the project has proceeded and minor revisions to the master plan have been identified. Bids have been received and a construction contract is ready for award, with contingency. Current resources in the amount of \$5,466,248 have been identified for the project. The balance of the approved \$10 million project budget, \$4,533,752, is proposed to be appropriated at this time so that construction of the project can proceed on schedule to allow construction to be completed prior to the 2016 holiday season.

The complete project is a simple, open, flexible and sustainable square, consistent with the basic design guidelines adopted by the City Council. Through the design

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development and community input processes, project enhancements were identified that could be included in the construction project.

### BACKGROUND

Council approved design guidelines and authorized design to proceed on the Courthouse Square Reunification Project on November 3, 2015. Since that meeting, the design team along with City staff and the Chamber of Commerce embarked on a public outreach process that culminated in the Master Plan for the Reunification of Courthouse Square, which was approved by Council on January 26, 2016. Simultaneously, the design consultant has been preparing construction drawings for the street, utility and offsite improvements, and then finalized design of the interior improvements once the master plan was approved. As detail level design proceeded on the interior of the square, it became apparent that revisions to the master plan were needed to address some of the design refinements. Once the construction drawings were completed, bids were solicited from contractors.

### PRIOR CITY COUNCIL REVIEW

1. In 2004, the City Council adopted goals which included reunification of Courthouse Square. In May 2006, the City Council established a steering committee including members of City boards and commissions to help develop a future design for Courthouse Square. In its November 2006 report to the City Council, the committee recommended a design competition for the design of the square. Key principles of design stressed by the committee included that Courthouse Square be
  - Beautiful
  - An active space, with interface with adjacent uses
  - A community gathering space
  - Flexible in use
  - A safe place, visible from the street
2. In October 2007, the City Council amended the General Plan and adopted the Downtown Station Area Plan illustrating a reunified Courthouse Square in Santa Rosa's planning documents. Based on the prior work, the specific plan assumed reunification of Courthouse Square.
3. In 2007, the Council conducted a design competition, and accepted the recommendation from the Courthouse Square Design Jury to select the SWA Group. In 2008, the Council hired SWA Group to complete the design development drawings for the reunification of Courthouse Square. In 2009, SWA Group completed its design development work.
4. Given General Plan and Downtown Station Area Specific Plan policy requiring activity generating uses on the ground floor of downtown buildings, the City Council

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studied what appropriate pedestrian friendly uses should be allowed adjacent to Courthouse Square. Zoning was adopted in 2008 specifying these uses.

5. On February 25, 2014, the City Council by Resolution No. 28437 certified the Final Tiered Environmental Impact Report (FTEIR) for the Reunification of Courthouse Square. The Mitigation Monitoring Program from the certified FTEIR includes various mitigation measures that would be implemented before, during and post-construction to ensure that the Courthouse Square reunification project does not have a significant effect on the environment.
6. On October 14, 2014, the City Council by Resolution No. 28568 approved the preferred alternative which includes the two peripheral streets and may include architectural features and pavilions; adopted the mitigation measures and directed staff to implement and complete the Mitigation Monitoring Program as part of the approved project.
7. On November 3, 2015, the City Council by Resolution No. 28706 authorized the City Manager to appropriate any private donations received for the project as well as up to \$500,000 from the General Fund unassigned fund balance to the project account in order to proceed with project design.
8. On January 26, 2016, the City Council by Resolution No. 28736 approved a master plan for the reunification of Courthouse Square.
9. On March 15, 2016, the City Council by Resolution No. 28753 approved a mid-year budget adjustment which appropriated \$2,410,000 of general funds to the Courthouse Square Reunification project.

## ANALYSIS

1. As was anticipated, design of the interior improvements has progressed since the master plan was approved by Council. As a result, revisions to the master plan are being proposed for Council approval. The proposed changes are minor in nature, and generally relate to changes in placement of various features. Changes from the master plan for the complete project include:
  - The shade trees have been better distributed and relocated to accommodate various design features, and will be planted in a staggered alignment throughout the tree arbor areas.
  - The location of the accessible parking space on Hinton Avenue has been placed closer to Third Street. The accessible parking space on Exchange Avenue has not moved.
  - Information kiosks that will also function as small storage buildings have been added at the south end of the Square.

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- Locations have been identified for the various commemorative plaques and time capsules currently in the Square.
- The plaza paving has been revised to allow use of colored concrete.
- The public art space area will be in the north end of the Square.

Changes from the Master Plan for the enhancements include:

- The new site of the Asawa Fountain will be in the south end of the Square near Third Street.

The proposed revisions to the master plan were discussed at the Council Downtown Subcommittee meeting on April 5, 2016.

In addition to the surface features, the project includes rehabilitation of the aging sewer and water lines under the alignment of Hinton Avenue and Exchange Avenue.

2. On April 7, 2016, Santa Rosa residents were invited to submit comments or questions about the proposed revisions to the Master Plan. Comments received before the Council meeting will be included as part of the staff presentation on this item.
3. The project was advertised on March 4, 2016, and bids were received on March 30, 2016. A total of four (4) bids were received, ranging from \$6,481,035.00 to \$7,171,171.00. The low bid was 8.77% under the Engineer's estimate.
4. The low bidder, Thompson Builders Corporation, possesses a valid contractor's license of the required class, as verified by the Contractor's State License Board, and is registered with the State Department of Industrial Relations.
5. The contract agreement has been reviewed and approved by the City Attorney.
6. Construction is anticipated to begin approximately May, 2016. The completion date for this project is to be: November 18, 2016.
7. The Public Participation Plan has been approved by the Transportation and Public Works Marketing and Outreach Coordinator, who has been coordinating closely with the Community Engagement Director, the Economic Development Manager, and the downtown business community.

### FISCAL IMPACT

The Council has authorized staff to utilize local funds in combination with financing up to a total of \$10 million to pay for this project. The proposed financing plan provides for \$5,466,248 to be funded with current resources. The current resources include funds from the Water Fund (\$644,687), Wastewater Fund (\$645,707), Gas Tax Fund

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(\$800,000), Parking District Fund (\$465,854), and General Fund (\$2,910,000). The remaining balance of the approved project or \$4,533,752 is proposed to be financed using Certificates of Participation or a direct loan from a bank. As a placeholder for these funds, staff is recommending \$4,533,752 be appropriated from the General Fund unassigned fund balance to the project account so that construction of the project can proceed.

Estimated complete project costs:

Design	\$ 906 K
Advanced Tree Work	\$ 130 K
Construction	\$6,481 K
Construction Contingency (10%)	\$ 648 K
Construction Management and Inspection (10%)	\$ 648 K
Public Art (Future)	\$ 100 K
Total	\$8,913 K

Estimated costs for enhancements (not included in \$10 million project budget):

Children's Play Area	\$ 75 K
Decorative Light Features at Turf Area (Four Total)	\$ 100 K
Accent Trees and Circular Benches at Turf Area (Four Total)	\$ 77 K
Asawa Artwork Preservation and New Fountain	\$1,000 K

ENVIRONMENTAL IMPACT

Council certified the Final Tiered Environmental Impact Report on February 25, 2014. An Addendum to the FTEIR has been prepared pursuant to Section 15164 of the California Environmental Quality Act for the updated plan options, and documents that the project involves only minor technical changes and additions. It further documents that none of the conditions described in Section 15162, which would require a subsequent EIR, have occurred because neither Courthouse Square Reunification Master Plan involves substantial changes to the project or the circumstances under which the project has been undertaken. Based on this analysis, staff found it appropriate to rely on the FTEIR.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

In addition to the City Council, the Courthouse Square Reunification project has been on the agenda of the Bicycle and Pedestrian Advisory Board, the Art in Public Places Committee, the Board of Community Services and the Community Advisory Board.

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NOTIFICATION

Not applicable

- Attachment 1 – Location Map
- Attachment 2 – Revised Master Plan
- Attachment 3 – Summary of Bids

CONTACT

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