

CITY OF SANTA ROSA  
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL  
FROM: ROBERT SPRINKLE, DEPUTY DIRECTOR TRAFFIC  
ENGINEERING  
TRANSPORTATION AND PUBLIC WORKS  
SUBJECT: AUTHORITY TO ISSUE DESIGN-BUILD REQUEST FOR  
PROPOSALS FOR SAMUEL L. JONES HALL HOMELESS  
SHELTER PHASE 2 IMPROVEMENTS

AGENDA ACTION: MOTION

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RECOMMENDATION

It is recommended by the Transportation and Public Works Department and the Housing and Community Services Department that the Council, by motion, approve the use of the Design-Build procurement method as in the best interest of the City and authorize issuance of a Request for Proposals for the Samuel L. Jones Hall Homeless Shelter Phase 2 Improvements project.

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EXECUTIVE SUMMARY

The Samuel L. Jones Hall Homeless Shelter (Shelter), located at 4020 Finley Ave, is a City-owned facility providing up to 213 beds to persons experiencing homelessness. The City received American Rescue Plan Act (ARPA) funds, and allotted \$2,000,000 to a project at the facility to address urgent and deferred needs including environmental mitigations, a restroom facility with showers adjacent to the annex, interior walls to provide separation for offices, dorms, and an isolation area within the annex, and permanent utilities for the annex building. If the budget allows, additional improvements include habitat fencing alterations, generator and hook ups for the main building, low impact development and frontage improvements, storage for the annex, and foundations for the expansion restroom facility to accommodate occupancy for both buildings. Utilizing a Design-Build delivery method will expedite project delivery, benefitting the project timeline and ensuring timely expenditure of ARPA funds. Staff recommends the use of Design-Build procurement for the Shelter Phase 2 Improvement project. This method was previously approved and used for Phase 1 of the project.

BACKGROUND

The Shelter is a City-owned facility which has been operated by Catholic Charities since it opened in November 2005. The Shelter's Housing Focused Program provides up to

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213 year-round beds that have been prioritized by the Homeless Outreach Services Team (HOST) with beds designed for medical respite, public safety, and the City's Encampment Team or during emergent situations.

In conjunction with the Shelter, the Annex, a separate facility constructed in 2020, provides up to 60 emergency shelter beds and wrap-around services for persons experiencing homelessness. These 60 beds are part of the total 213 year-round beds provided on-site, restoring the shelter bed capacity that was lost due to social-distancing restrictions during the Covid-19 pandemic; and are prioritized for individuals identified through the City's Encampment Team or during emergent situations.

Due to the emergency nature during the construction of the Annex, some improvements were deferred or provided in a temporary manner in order to expedite the opening. This secondary phase of the project addresses those items permanently.

#### PRIOR CITY COUNCIL REVIEW

In January 2014, the City Council adopted Ordinance 4021, which established regulations for the award, use and evaluation of Design-Build contracts.

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On August 9, 2016, the City Council approved Resolution No. 28839, which proclaimed a local homeless emergency.

On August 25, 2020, the City Council approved Resolution No. RES-2020-137, which ratified the issuance of a request for proposals and awarded a design-build contract for the Annex, to the best value design-build entity, Graves Construction Group Services, Inc. in a total contract amount of \$3,138,580.00 and authorized appropriations of \$2,600,000.00 from the general fund for the project.

On February 15, 2022, the City Council approved Resolution RES-2022-029, which increased the appropriations to fund one-time programs, including \$2,000,000 of ARPA funds for the Samuel L. Jones Capital Projects.

#### ANALYSIS

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 reducing the number of contracts under the project, 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. This method allows for selection of a Design-Build firm based on an initial prequalification process and a follow up Request for Proposals (RFP) process based on performance objectives established for the project.

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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 Design-Build 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 Design-Build contract will be presented to Council at a later date.

The project will utilize ARPA federal funding which must be committed by December 2024 and expended by December 2026. A major benefit for the use of Design-Build on this project is that the process will expedite expenditure of ARPA funds by overlapping design and construction phases and reducing the overall project delivery schedule.

FISCAL IMPACT

Funding for this project has been appropriated to JL account Nos. 00638, 02015, and 42130. Approval of this action does not have a fiscal impact on the General Fund.

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 may have significant effects on the environment. However, additional environmental review will be required prior to construction.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable.

NOTIFICATION

Not applicable.

ATTACHMENTS

None.

PRESENTER

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