



# CITY OF SAN MATEO

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## Agenda Report

Agenda Number: 7

Section Name: {{section.name}}

Account Number: 82-4681

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**TO:** City Council  
**FROM:** Alex Khojikian, City Manager  
**PREPARED BY:** Public Works Department  
**MEETING DATE:** February 20, 2024

**SUBJECT:**  
2nd & El Camino Garage Improvements – Professional Services Agreement

### RECOMMENDATION:

Approve an agreement to ZFA Structural Engineers for professional engineering services in the amount of \$139,287.50; establish a contingency reserve in the amount of \$21,000; and authorize the Public Works Director to execute the agreement in substantially the form presented and issue change orders within the contingency amount.

### BACKGROUND:

The 2nd & El Camino Garage has served the San Mateo downtown community for over seventy-five years. It is a concrete structure that has 385 parking spaces spanning five and a half stories. In 2022, ZFA Structural Engineering (ZFA) performed a structural investigation which identified exposed, ruptured, and corroded post-tension beam tendons in various areas and recommends that repairs be made to restore the integrity of the structure. In 2023, the City developed a two phased approach to address the structural issues: Phase 1: Post-tension Beam Tendon Repairs, which includes the replacement of post-tension beam tendons in multiple areas and Phase 2: Parking Garage Structural & Safety Improvements, which includes the replacement of the stairs, improvements to the concrete surfaces, rebar, lighting, vehicle barriers, exterior façade, public sidewalk, signage, striping, waterproofing, security system, and implementation of the City's Downtown Parking Garage Pedestrian Safety Plan. The design documents for the first phase of repairs to the post-tensioned beam tendons were produced in 2023 and the project was awarded for construction in January 2024. Design documents for the Phase 2 repairs are currently in production.

Based on the structural assessment and investigation, it is expected that the parking structure will shift during the Phase 1 construction, further compromising the integrity that is being restored. Therefore, it is recommended that the City take a proactive approach and perform full-time engineering and monitoring during the construction phase to observe, identify, document and resolve changes as they occur. In December 2023, it was discovered that additional tendons have severed since 2022, so time is of the essence. The construction agreement for the tendon repairs was awarded in January 2024 and the start of work is imminent. Therefore, issuing a formal request for proposals for the monitoring is not advisable due to the time constraints. Due to this, City staff directly contacted three firms to solicit proposals, as authorized by San Mateo Municipal Code Section 3.60.040(c), and ZFA Structural Engineers was the only firm to submit a proposal to perform the necessary services including inspections, surveying, testing, sampling, scanning, documenting, and reporting. This information will also be used in the design documents for Phase 2.

Based on the above, staff recommends approving an agreement with ZFA Structural Engineering because of positive performances with similar projects within the City, their in-depth knowledge of this specific facility, and their immediate availability.

**BUDGET IMPACT:**

There is sufficient funding available in the Parking Facility Structural Repairs (46F025) project to award this agreement.

**ENVIRONMENTAL DETERMINATION:**

This project is categorically exempt from CEQA as an “existing facility,” because it consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use. (CEQA Guidelines Section 15301.)

**NOTICE PROVIDED**

All meeting noticing requirements were met.

**ATTACHMENTS**

Att 1 - Agreement

**STAFF CONTACT**

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