



CITY OF SAN MATEO

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Agenda Report

Agenda Number: 15

Section Name: {{section.name}}

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TO: City Council
FROM: Drew Corbett, City Manager
PREPARED BY: Parks and Recreation
MEETING DATE: July 15, 2019
SUBJECT:
Central Park Design Development Services - Agreement

RECOMMENDATION:

Approve an agreement with RRM Design Group for design development, construction document preparation, and bidding and construction management services for the Central Park Master Plan Phase I Implementation in the amount of \$302,460; establish a contingency and reserve of \$45,000 for a total of \$347,460; and authorize the Director of Parks and Recreation to execute the agreement and issue change orders within in the contingency, in substantially the form presented.

BACKGROUND:

In April 2018, the City Council approved the updated Master Plan for Central Park. The Master Plan outlines a long-term conceptual plan to make incremental improvements to the park, including a new plaza and underground parking at the 5th Avenue edge of the park; relocated tennis courts; a new community event building; Fallen Heroes Memorial Grove; new picnic pavilion; and renovations to the existing children's playground area. Due to its age and condition, the renovations to the children's play area were always anticipated to be the first phase to be implemented.

In March 2019, a Request for Proposals was distributed seeking design development landscape architect services for this first phase. A total of nine proposals were received. Following staff review, interviews were held with two firms, RRM Design Group and The Miller Company. Both firms were familiar to staff based upon their previous work on the Central Park Master Plan and the Beresford Playground Renovation, respectively. At the conclusion of the interviews, staff consensus was to enter into negotiations with RRM Design Group. Their previous work and understanding of the Central Park Master Plan, their relevant experience with designing playgrounds for all abilities, as well as their firm's structure, which is multi-disciplined and includes in-house expertise in the fields of architecture, landscape architecture, civil engineering and structural engineering, will prove to be of benefit when preparing plans and drawings.

Their proposed scope of work includes the preparation of geotechnical and arborist reports; community workshops and outreach to obtain input on desired playground design and elements; preparation of two schematic alternatives for Park and Recreation Commission and City Council review; restroom/storage building design; final preferred design alternative; and preparation of cost estimates. Their initial proposed fee of \$256,264 was slightly above the average of the other firms' proposals, which ranged from a low of \$137,423 to a high of \$383,304.

Subsequent to the release of the RFP, the Fallen Heroes Memorial Committee, chaired by Deputy Mayor Freschet, has made progress on identifying preliminary designs for the Memorial. A Fallen Heroes Memorial was included in the Central Park Master Plan development to serve as a tribute to San Mateo residents who died in combat, as well as police, firefighters, and first responders who died while in service to the San Mateo community. The Committee initiated a design competition in conjunction with students from the College of San Mateo architecture program, which resulted in a number

of creative designs that the Committee wishes to have further developed. Aligning this phase of work with the original scope appears reasonable as it assures consistency and coordination throughout the process. The Scope of Work has been modified to include Task G, Memorial Grove Design, with an additional cost of \$23,900. This will include meetings with the Committee, preparation of schematic design alternatives, final preferred design alternative, and a cost estimate.

Although the agreement and scope of services includes construction drawing preparation and bidding and construction management services (Task H: Final Design and Task I: Bidding and Construction Support), only Tasks A through G, the design development portion, is being funded at this time. The cost for completing the remaining services will be contingent upon the final design selected, its complexity and site requirements, and the customization of the playground equipment.

BUDGET IMPACT:

There is sufficient balance in Capital Improvement Project #610027 to fund the proposed scope of work, including the additional work task for the Fallen Heroes Memorial, as well as the change order contingency.

ENVIRONMENTAL DETERMINATION:

This design development services agreement is not a project subject to CEQA because it is an organizational or administrative activity that will not result in direct or indirect physical changes in the environment. (CEQA Guidelines Section 15378(b)(5))

NOTICE PROVIDED

All meeting noticing requirements were met.

ATTACHMENTS

Att 1 - Agreement

STAFF CONTACT

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