

STAFF REPORT



MEETING DATE:	June 30, 2015
SUBJECT:	Authorize Agreement for Architectural Services for 1551 Market Street
AGENDA ITEM:	10
STAFF CONTACT:	Daniel Wayne, Senior Transportation Planner

SUMMARY:

The board of directors awarded a technical assistance grant to K2 Development (K2) for the redevelopment of 1551 Market Street in Redding. SRTA is handling the procurement and contracting of consultants on behalf of K2 to ensure compliance with agency policies. K2 will provide day-to-day project management and coordination of consultants. Proposals for architectural services were evaluated by SRTA, K2, and the city of Redding. The highest ranked firm is recommended for approval by the board of directors. Staff will also report on concurrent procurements for civil, traffic, and structural engineering technical services.

STAFF RECOMMENDATION:

It is recommended that the board of directors:

1. Authorize the executive director to enter into a technical services agreement with Mogavero Notestine Associates for architectural services associated with the redevelopment of 1551 Market Street by K2, for a six-month term ending December 31, 2015, not to exceed \$45,000; and
2. Authorize the executive director to amend the contract to add up to an additional \$16,000, subject to the availability of remaining incentive funds previously awarded to K2.

DISCUSSION:

SRTA was awarded a Sustainable Communities Planning Grant in 2012, which included \$122,085 to develop and administer a pilot program of infill and redevelopment incentives. Financial incentives are part of the agency's multifaceted effort to achieve 2015 Regional Transportation Plan (RTP) goals for the number of new homes in existing community centers known as 'Strategic Growth Areas'. Collectively, these efforts will lead to fewer and shorter vehicle trips and reduced emissions.

A call for infill and redevelopment projects was performed. At the April meeting, the board of directors selected K2 proposal for various technical services needed to ready 1551 Market Street (former Dicker's Department Store) for redevelopment. Since the scope of work requires the expertise of several distinct technical disciplines, it has been split into the following categories:

1. Structural engineering – To assess the existing underground parking facility and perform preliminary structural design needed to support the new building;
2. Traffic engineering – To assess the proposed building's impact on parking and traffic circulation and to perform preliminary design for roadways fronting the project;
3. Civil engineering – To assess off-site utilities and develop preliminary structural sections for adjacent right-of-ways; and
4. Architectural Design – To develop a conceptual site plan, preliminary architectural design plans, and architectural renderings.

Costs associated with category 1, 2, and 3 were individually estimated to be less than \$30,000. A minimum of three quotes is being obtained from qualified consultants in each area. Under the executive director's delegated authority, a technical services agreement will be entered into with the selected consultants.

Category 4 was estimated to be in excess of \$30,000 and therefore subject to the agency's request for proposals (RFP) process. An RFP was published and a total of five proposals were received. Staff recommends that Mogavero Notestine Associates be selected based on evaluation criteria outlined in the RFP. In particular, extensive experience delivering mid-rise (three to five story) development projects gave Mogavero Notestine Associates the advantage. Based on SRTA's \$45,000 budget for architectural services, Mogavero Notestine Associates is unable to deliver the full level of architectural design detail described in the RFP. It is recommended that the board of directors authorize the executive director to amend the contract to add up to \$16,000 should consultant bids for category 1, 2, and 3 come in under budget and if it is determined that the additional detail described in the RFP is needed to prepare capital grant applications, support the development review processes, or to otherwise further the project. Staff is continuing to clarify some items in the proposal and to refine the scope of work and deliverables as part of the technical services agreement.

K2 will provide day-to-day project management and coordinate the various consultants working on the project. Should the combined cost of all technical services (categories 1 – 4) total less than the \$122,085 grant award, K2 may invoice for excess funds to help offset project management costs. SRTA staff will provide oversight to ensure adequate fiscal controls, compliance with agency policies, and satisfactory deliverables.

ALTERNATIVES:

The board of directors may choose a different firm, circulate another RFP, or delay the item to request additional information.

OTHER AGENCY INVOLVEMENT:

City of Redding staff was consulted during development of the scope of work and given the opportunity to administer the procurement and contracting process. City of Redding and K2 participated on the proposal evaluation panel and are in agreement with the staff recommendation.

FINANCING:

Funding for the incentive program (\$122,085) and for SRTA staff time to administer the program comes from the agency's 2012 Sustainable Communities Planning Grant and Incentives Program award. Funds are budgeted in the FY 2014/15 and 2015/16 Overall Work Program under Work Element 701.07.



Daniel S. Little, AICP, Executive Director

Attachment:

Tentative Scope of Work for Architectural Services

**Tentative Scope and Schedule of Work for Architectural Services
for 1551 Market Street**

Task	Activity/Deliverables	Timeline
1.1 – Project Start	Review existing site information, including diagrams of existing facilities, surveys, utilities, soil reports, etc. Also review Affordable Housing and Sustainable Communities (AHSC) Program criteria. Deliverables: Site Findings Summary Memo.	7/3/15
1.2 – Team Meeting and Project Programming	Develop project objectives, needs, and site specific constraints in consultation with structural/traffic/civil engineering consultants, general contractor, K2, City of Redding, and SRTA. Deliverables: Meeting agenda(s) and minutes that document direction from project partners and programming for subsequent work tasks.	7/17/15
2.1 – Preliminary Concept Development	Develop three initial concepts, including project massing, site plan showing the development and adjacent right of ways, and an initial rough cost estimating for each concept. Deliverables: Three design concepts with exhibits and rough cost estimates.	7/30/15
2.2 – Preliminary Design Selection	Present concepts to K2, City of Redding, and SRTA and facilitate the selection of a preferred design concept. Deliverables: Meeting agenda and minutes.	8/6/15
2.3 – Preliminary Design Draft	For the selected design concept, develop site plan, floor plan diagrams, building elevations, project narrative of design features consistent with AHSC Program criteria, and final cost estimates from the general contractor. Circulate draft materials for review and comment from project partners. Deliverables: Draft design concept with exhibits and cost estimates.	8/30/15
3.1 – Final Design Documents	Final colored site plan and building design with corresponding construction specifications, cost estimates, and a description of features that address AHSC Program criteria. Deliverables: Final report.	11/15/15