STAFF REPORT

MEETING DATE:	**June 30, 2015**
SUBJECT:	**Authorize Agreement for Architectural Services for 1551 Market Street**
AGENDA ITEM:	**11**
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 will handle 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. A technical services agreement with [consultant] for architectural services is provided for consideration 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 authorize the executive director to enter into a technical services agreement with [consultant] 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 $XX,XXX.

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 a 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 Development's 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.

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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 is 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 [#] proposals were received. Staff recommends that [consultant] be selected based on qualifications and value provided for the proposed fee.

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 staff and K2 participated on the proposal evaluation panel and are in agreement with staff recommendations.

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.

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Daniel S. Little, AICP, Executive Director

Attachment:

Technical Services Agreement between SRTA and [consultant] for Architectural Services for 1551 Market St.