



COUNCIL AGENDA: 06-20-06
ITEM: 2.17

Memorandum

TO: HONORABLE MAYOR
AND CITY COUNCIL

FROM: Katy Allen
Albert Balagso

SUBJECT: SEE BELOW

DATE: 05-30-06

Approved

Date

6-08-06

COUNCIL DISTRICT: Various

**SUBJECT: MASTER AGREEMENTS WITH CALLANDER ASSOCIATES
LANDSCAPE ARCHITECTURE, INC. AND CH2M HILL, INC. FOR VARIOUS TRAIL
PROJECTS**

RECOMMENDATION

Approval of two consultant master agreements with the following firms for various trail projects:

- a. Callander Associates Landscape Architecture, Inc. for a variety of landscape architectural support services from the date of execution through June 30, 2011 in an amount not to exceed \$2,000,000.
- b. CH2M HILL, Inc. for a variety of engineering support services from the date of execution through June 30, 2011 in an amount not to exceed \$2,000,000.

CEQA: Not a project.

OUTCOME

Approval of the master agreements with Callander Associates Landscape Architecture, Inc. and CH2M HILL, Inc. provides the City with engineering and landscape architectural services for the development of trail projects.

EXECUTIVE SUMMARY

City staff recommends the approval of two master agreements for design consultant services for various City trail projects. The master agreements with Callander Associates Landscape Architecture, Inc., not to exceed \$2,000,000, and CH2M HILL, Inc., not to exceed \$2,000,000, provide for a variety of landscape architectural and engineering support services for various City

trail projects. Under these agreements, consultant services will be initiated by authorized Service Orders detailing the specific scope of services, schedule, and compensation. Services will be tailored to complement City staff expertise, which will enable effective application of in-house resources in the most efficient manner. Selection of these consultant firms was carried out in accordance with Council approved policy for consultant services solicitation.

BACKGROUND

In September 2000, Council approved the *Greenprint*, a 20-year strategic plan for development of parks, trails, community facilities and programs. This document was the result of extensive community outreach and specifically promotes the development of a 100-mile citywide trail system. The *Greenprint's* goals pertaining directly and indirectly to trail development include:

- Increase parks and open space;
- Expand trail connections to parks and recreation facilities;
- Build and improve community image and livability; and
- Improve health and wellness.

The City currently has over 30 miles of paved trails and over five miles of unpaved (interim) trails. Significant expansion of the trail system is occurring as a result of the Collaborative Action Plan (CAP) with the Santa Clara Valley Water District (District). Through the CAP, the City and District seek to jointly develop trails along the valley's waterways.

In November 2000, City residents voted for Measure P, the Safe Neighborhood Parks and Recreation Bond Measure that identified over \$5,000,000 in funds for design and construction of trails throughout the City.

Over the past several years, the Council has directed the City Manager to pursue and execute funding agreements for local, state, and federal resources for further trail development. Combining the existing City bonds funds, local Construction & Conveyance Tax funds, the Federal SAFETEA-LU funds, and executed grant agreements, there is over \$23,000,000 available for trail development. Additional resources that have yet to be accessed but are identified specifically for City trail projects (through the VTA's Bicycle Expenditure Plan, State Proposition 40 and Open Space Authority funds) account for an additional \$22,000,000 that can be accessed by the City within the next three years.

ANALYSIS

Development of trail projects is complex. Planning and design typically involves diverse areas of professional expertise such as: surveying; civil, structural and hydraulic engineering; landscape architecture; environmental analysis; biology and archaeology. Further, project schedules frequently have little flexibility, due to strict timelines associated with grants which

fund these projects, community expectations, regulatory agency requirements and seasonal influences. Experience has shown that successful delivery of trail projects requires effective management of both time and human resources. Consultant services provide the most efficient way to accomplish the technical planning and design.

Typically, the City seeks firms that specialize in either Landscape Architecture or Civil Engineering to assist with trail projects as they are best-suited to assemble and lead a team of a variety of professions.

For these trail master agreements, consultant services will be tailored to complement City staff expertise that will be directed to multi-jurisdictional coordination, application of City policy, public outreach, and overall project management. This approach will allow the departments to apply in-house resources in the most efficient manner.

Under the proposed master agreements, project consultant services shall be initiated by authorized Service Orders detailing the specific scope of services, schedule, and compensation, along with the appropriate funding source(s) for the project.

The subject master agreements will permit the planning and construction of various trails identified for implementation as part of the *Greenprint*. At this time, there are seven funded trail projects that require the services of a technical consulting firm:

Name	Reach	Limits of Work	Specialty
Bay Trail	7A	Guadalupe Slough, near Gold St	Engineering
Bay Trail	9	San Tomas Aquino Ck-near Gold St	Engineering
Coyote-Alamitos Canal	1 to 3	Miracle Mile Dr to Santa Teresa Bl	Engineering
Coyote Creek	A, B, 1	Montague Exp to Story Rd	Landscape Architecture
Guadalupe River	6	Woz Way to Willow St	Engineering
Lower Guadalupe River	A-E	Gold Street to Highway 880	Engineering
Penitencia Creek	1	Alum Rock Park to Noble Dr	Engineering

Staff began a consultant selection process in March 2006 with a Request for Qualifications. After notifying all of the architectural and engineering pre-qualified firms, 21 firms responded to the Request for Qualifications. Six landscape architectural firms and six engineering firms were notified for interviews. The selection criteria were based on the following:

- Qualifications of the lead personnel of the firm and experience with trail projects
- Qualifications of the subconsultants listed for trail projects
- Firm's experience (past and present) with pedestrian/bicycle trail projects
- Firm's experience (past and present) with regulatory agencies that oversee trail projects
- Firm's experience (past and present) with compliance with Federal funding requirements for trail projects
- Ability to prepare graphic representations for communication purposes

- Classified as Local/small firm per Council policy

On April 19, 2006, the Departments of Public Works and Parks, Recreation and Neighborhood Services staff along with the District, Santa Clara County and the Santa Clara Valley Transit Authority panel members interviewed eight firms. Two firms, a top-ranked firm from each desired specialty, were selected for contract negotiation.

Landscape Firms Ranked List Determined by the Interview Board:

1	Callander Associates Landscape Architecture, Inc.
2	Alta Planning & Design
3	Sugimura Associates
4	RRM Design Group

Two landscape architectural firms, Beals Alliance and MPA Design, notified the City twenty-four hours prior to the interview that they would not be participating.

Engineering Firms Ranked List Determined by the Interview Board:

1	CH2M HILL, Inc.
2	Kimley-Horn and Associates, Inc.
3	Nolte Associates
4	Creegan & D'Angelo

Two engineering firms, HMH Engineers and A-N West, Inc., notified the City twenty-four hours prior to the interview that they would not be participating.

The Request for Qualifications process encourages local consultant participation by awarding additional points to firms that are classified as local per Council policy. Callander Associates Landscape Architecture, Inc., a small landscape architectural firm with a local office in San José, has extensive trail planning and design expertise in San José. The firm has prepared feasibility studies, master plans, environmental documents and construction documents for trails along Penitencia Creek, Guadalupe Creek, Lower Silver Creek, Los Gatos Creek and Coyote Creek. Overall, the firm ranked highest of the landscape architectural firms against the measures used by the interview panel.

CH2M HILL, Inc., a Florida engineering corporation with a local office in San José, has significant experience with the preparation of flood control improvement plans for the Santa Clara Valley Water District for the Guadalupe River and Lower Silver Creek. In addition, the firm has prepared feasibility studies, design development documents, environmental documents, and construction documents for trails along Penitencia Creek and the Guadalupe River. CH2M HILL, Inc. ranked highest of the engineering firms against the measures used by the interview panel.

The scope of work under the master agreements includes, but is not limited to, providing services related to the development of paved trails and associated components, pedestrian/bicycle bridges, retaining walls, storm drainage, infrastructure/utilities, landscaping, mitigation planting, public art support, bid/award support and construction administration support. The delineation of services across the two specialties is generally as follows:

Services	Engineering	Landscape Architecture
Community outreach facilitation		X
Project management	X	X
Feasibility studies	X	X
Master plans		X
Environmental clearances	X	X
Regulatory agency coordination	X	X
Schedules	X	X
Cost estimates	X	
Design development plans	X	X
Construction documents	X	
Construction management assistance	X	

In accordance with the QBCS policy, staff successfully negotiated the master agreement terms with the top-ranked Landscape Architectural firm, Callander Associates Landscape Architecture, Inc. and with the top-ranked Engineering firm, CH2M HILL, Inc. Staff will encourage local subconsultant participation with these consultant firms.

ALTERNATIVES

An alternative approach to accomplish this effort would be for all work to be carried out by existing City staff in lieu of the proposed partnership effort with outside professional firms. Presently, and for the foreseeable future, City staff resources are fully committed to multi-jurisdictional coordination, public outreach, technical reviews, and similar project management activities for a broad array of capital projects. Further, in-house staff does not possess the appropriate technical capability across the broad range of required expertise to forego outside assistance. Reliance solely on City resources could well jeopardize reimbursements from funding agencies as well as compromise successful implementation of these projects. Accordingly, it is recommended that the partnership effort previously described be approved to assure efficient and timely accomplishment of these identified and funded trail projects.

PUBLIC OUTREACH

A Request for Qualifications was advertised in the *San José Post Record* and on the City's Internet Bid Line.

COORDINATION

This memorandum has been coordinated with the City Attorney's Office, the City Manager's Budget Office, and the Department of Planning, Building and Code Enforcement. This item has been coordinated with the City's Contracting-In Committee. In addition, department staff has met with the leadership of the Association of Engineers and Architects (AEA).

COST IMPLICATIONS

No funding is needed to approve these master agreements. Funds have already or will be appropriated as needed for the various trail projects through the Parks and Recreation Bond Projects Fund and the Council District's Construction and Conveyance Tax Funds. In many cases, the local dollars will support work that can be later reimbursed by a local, State, or Federal grant.

CEQA

CEQA: Not a project.


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and Neighborhood Services
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For questions please contact DAVID SYKES, ASSISTANT DIRECTOR, PUBLIC WORKS DEPARTMENT, at (408) 535-8300.