



Staff Report

TO: Board of Harbor Commissioners

FROM: John Moren, Director of Operations

THRU: James B. Pruet, General Manager

DATE: May 25, 2022

SUBJECT: Pillar Point Harbor Retail Center Replacement Project Request for Proposal

Requested Action/Issue:

Board considers staff recommendation to enter into an agreement with the preferred architectural firm resulting from an evaluation of responses to the Pillar Point Harbor Retail Center Replacement Project Design/Engineering Request for Proposal #2022-01.

Recommendation/Motion:

Motion: Pursuant to a publicly advertised Request for Proposal (RFP), Authorize the General Manager to enter into an Agreement with the preferred firm, Goring & Straja Architects, for architectural design, engineering, permitting and construction support for the Pillar Point Harbor Retail Center Replacement Project for an amount not to exceed \$541,244.00, with a 10% contingency in the event there is a need for change orders due to unforeseen challenges and authorize the General Manager to issue change orders up to the contingency amount and approve an increase in Capital Expenditure Appropriations of \$595,368.40 to be funded by available working capital.

Policy Implications:

Consistent with District's goal to assure the public is provided with safe, well maintained public facilities, accessible to all.

Background:

The current Pillar Point Harbor (PPH) retail center building is over 50 years old, has many challenges and is in need of complete replacement or full re-model for adaptive re-use. At Board direction, staff publicly advertised a Request for Proposal (RFP) which included a requirement for significant public/stakeholder outreach/workshop meetings, during which PPH users/public input on which direction to go will be gathered. During the initial evaluation, a recommendation will be made on whether to demo the existing building and completely replace it, construct a new building at a different site within PPH, or completely remodel for adaptive re-use.

The requested professional services include all aspects of project architecture, design, engineering, public outreach and construction support, including an initial review and

assessment of potential project design/location alternatives at a conceptual level, supporting the permitting process, preparation of 100% technical specifications/plans and supporting the bid process for selecting a contractor to carry out construction. The robust public outreach will consist of meetings with stakeholders, workshops and updates at Board meetings for direction. Impact to our existing tenants will be very seriously considered in the planning process.

Six firms responded to the RFP, and in accordance with the RFP terms, the San Mateo County Harbor District's (District) Evaluation Committee thoroughly reviewed the responses, conducted interviews, checked references, and found the firm Goring & Straja Architects (GSA) to best meet the District's needs for this particular Project. After completing the comparative analysis and determining GSA to best meet the District's needs for this project, GSA's Bid Form/Fee Worksheet was considered and the bid price of \$541,244.00 was determined reasonable for this project scope.

After a preliminary design is determined with input from public/stakeholders, County Planning Department and all permitting agencies, staff will bring initial plans back to the Board for input and direction. During project development, staff and District's professional grant consultant will explore funding opportunities, having shovel ready plans will potentially assist in this endeavor.

Once plans are approved, permitted and funding has been identified, an Invitation for Bid (IFB) for actual construction will be solicited. The lowest construction bid will again be brought back to the Board for approval prior to commencement of actual construction.

Summary/Recommendation:

Staff recommends the Board authorize the General Manager to enter into an Agreement with the preferred firm, Goring & Straja Architects, for architectural design, engineering, permitting and construction support for the Pillar Point Harbor Retail Center Replacement Project for an amount not to exceed \$541,244.00, with a 10% contingency in the event there is a need for change orders due to unforeseen challenges and authorize the General Manager to issue change orders up to the contingency amount and approve an increase in Capital Expenditure Appropriations of \$595,368.40 to be funded by available working capital.

Attachments:

- 1) [PPH Retail Center Replacement Project RFP](#)
- 2) [Goring & Straja Technical Proposal \(Please see Website for this information\)](#)
<https://www.smharbor.com/files/29c48cf37/PPH+Retail+Center+ADA+Restroom+IFB+Tech+Specs%2C+Plans.pdf>
- 3) [Goring & Straja Fee Worksheet](#)