



Midpeninsula Regional
Open Space District

PROCUREMENT AGENDA ITEM

R-25-36
Meeting 25-10
March 26, 2025

AGENDA ITEM 3

AGENDA ITEM

Contract Amendment for Additional Design, Engineering, Survey, and Technical Studies with John Northmore Roberts & Associates, Inc., of Berkeley, California for the Bear Creek Stables Improvements Project

GENERAL MANAGER'S RECOMMENDATIONS

1. Authorize the General Manager to execute a contract amendment in the amount of \$246,869 with John Northmore Roberts & Associates, Inc., (JNRA) to provide additional technical services for the Bear Creek Stables Improvements Project, bringing the contract base amount to a not-to-exceed total of \$1,169,059.
2. Authorize an additional contingency amount of \$55,543 to be reserved for unanticipated issues, bringing the total not-to-exceed contract amount to \$1,224,602.

DISCUSSION

In April 2017, JNRA was awarded a contract to complete design and engineering services for repairs to the Bear Creek Stables facility located in the Bear Creek Redwoods Open Space Preserve (Preserve). A total of six contract amendments were subsequently made to this original contract for additional services and to extend the term of the agreement, which will now terminate on June 30, 2026. These additional services were predominantly related to the Use Permit application and fire code requirements from the Santa Clara County Fire Department.

Following a November 2024 Board of Directors (Board) decision to proceed with a modified Bear Creek Stables Repair Plan, staff solicited a revised proposal from JNRA to adjust their designs per the newly approved modified repair scope. After coordination and negotiation, JNRA provided a revised proposal on February 28, 2025 in the amount of \$555,430, whereby they would work off the current set of design plans and provide the additional work to bring the modified Repair Plan through final design and permitting. The current contract value for JNRA is \$922,190, with \$308,561 remaining in the contract. While JNRA is proceeding with updating the technical studies and concept/schematic design to reflect the Board-approved modified Repair Plan using existing contract funds to avoid delays, the remaining funds (\$308,561) are insufficient to complete the required services. The proposed contract amendment would increase the base contract amount by \$246,869, to cover the total additional costs of \$555,430. Given that issues may come up as the County reviews the updated permit and construction plans, a 10% contingency of \$55,543 is also requested. Upon approval of this contract amendment, the

District will issue an amended and restated contract to JNRA to complete design services and related construction plans to prepare the project for bidding.

The scope of the amended contract with JNRA includes the following tasks: Concept/Schematic Design (Revised), 65% Construction Documents (CD) Package, 90% CD Package, and 100% CD-Bid Package. Bidding and Construction Administration Services will be provided under a separate contract amendment.

BUDGET / FISCAL IMPACT

The current fiscal year budget contains:

- sufficient funds.
- insufficient funds; the next quarterly budget update will include a reallocation of unspent funds from other project budgets to cover for this expenditure.
- insufficient funds; approval of this item requires a fiscal year budget augmentation.
- future fiscal year budgets will include additional funds to complete the contracted work.

Measure AA

- No, this contract is not part of a Measure AA project.
- Yes, this contract is part of a Measure AA project.

The following table outlines the Measure AA Portfolio MAA21: Bear Creek Redwoods — Public Recreation and Interpretive Projects allocation, costs-to-date, projected life-to-date project expenditures and projected portfolio balance remaining.

Measure AA Portfolio #21	
Portfolio Allocation:	\$17,478,000
Grant Income (through FY28):	\$5,061,090
Interest Income Allocation:	\$2,709,000
Fund 40 Allocation:	\$977,000
Total Portfolio Allocation:	\$26,225,090
21-001 Moody Gulch Fence & Gate Improvements	(\$847)
21-004 Bear Creek Stables Project	(\$5,914,641)
21-005 Bear Creek Redwoods Public Access	(\$5,548,003)
21-006 Bear Creek Redwoods - Alma College Cultural Landscape Rehabilitation	(\$5,704,734)
21-007 Bear Creek Redwoods Preserve Plan Invasive Weed Treatment	(\$1,974,754)
21-008 Bear Creek Redwoods Ponds Restoration and Water Rights	(\$681,517)
21-009 Bear Creek Redwoods Webb Creek Bridge	(\$487,492)
21-010 Bear Creek Redwoods Landfill Characterization and Remediation	(\$511,731)
21-011 Phase 2 Trail Improvements, Bear Creek Redwoods OSP	(\$4,922,880)
21-012 Bear Creek Redwood Tree Restoration	(\$90,915)
Total Projected Expenditures (life of project):	(\$25,837,514)
Portfolio Balance Remaining (proposed):	\$387,576

PROCUREMENT PROCESS AND SELECTION

A Request for Qualifications and Proposals (RFQP) was released on January 27, 2017, sent to 13 landscape architecture and architecture firms, and posted on the District website. The following four proposals were received:

Consultant	Location	Proposed Fee
BFS	Monterey, CA	\$1,138,908
Tannerhecht	San Francisco, CA	\$815,580
John Northmore Roberts	Berkeley, CA	\$770,172
Callander	Burlingame, CA	\$725,339

Based on a thorough evaluation of proposals, John Northmore Roberts and Associates (JNRA) was selected from a competitive group of teams with experience designing park, trails and equestrian improvements. JNRA was selected for their ecologically-based design approach and experience balancing public access improvements while maintaining the rustic character at environmentally sensitive sites.

PRIOR BOARD ACTION SUPPORTING THE PROJECT

Since the approval of the Preserve Plan, this Project previously came before the full Board at the following public meetings:

- December 15, 1999:** The Board adopted an amendment to the preliminary use and management plan for Bear Creek Redwoods Open Space Preserve to continue horse boarding facility use and authorized the General Manager to execute a stables rental agreement. ([R-99-159](#), [meeting minutes](#))
- October 14, 2015:** The Board approved the assignment and amendment of the Bear Creek Stables Rental Agreement from Glenda Smith to Pamela Ashford. ([R-15-146](#), [meeting minutes](#))
- January 25, 2017:** The Board adopted a resolution certifying the Final Environmental Impact Report, adopting the Findings of Fact and Statement of Overriding Considerations, approving a Mitigation Monitoring and Reporting Plan, and approving the Bear Creek Redwoods Preserve Plan. ([R-17-15](#), [meeting minutes](#))
- March 22, 2017:** Award of contract to John Northmore Roberts & Associates, Inc. to complete design, engineering, and construction administration support services for the repairs to the Bear Creek Stables facility in Bear Creek Redwoods Open Space Preserve. ([R-17-42](#), [meeting minutes](#))
- April 25, 2019:** The Board considered various project options for the Stables and directed staff to move forward with Deferred Maintenance Repairs at the Stables in the near-term and the Preserve Plan Site Design as a long-term solution. ([R-19-53](#), [meeting minutes](#))
- September 25, 2019:** The Board received an FYI memorandum on the revised scope and fee for the design consultant, John Northmore Roberts & Associates. ([FYI Memo](#))

- **October 9, 2019:** The Board directed the General Manager to refrain from pursuing a public-private fundraising endeavor and focus on implementing Deferred Maintenance Repairs. ([R-19-131](#), [meeting minutes](#))
- **April 8, 2020:** The Board directed the General Manager to allocate \$1.223M of the available Interest on Measure AA Proceeds to close the known funding gap to implement the Stables Project. ([R-20-34](#), [meeting minutes](#))
- **June 09, 2021:** The Board received an update on the Bear Creek Stables Project, including its legal non-conforming permitting status and challenges therein, and affirmed the Use Permit permitting approach. ([R-21-74](#), [meeting minutes](#))
- **July 14, 2021:** The Board approved operational requirements, concessionaire selection criteria, and agreement terms for a new concessionaire at Bear Creek Stables. ([R-21-98](#), [meeting minutes](#))
- **August 24, 2022:** The Board authorized the General Manager to enter into a Concessionaire Agreement for Bear Creek Stables with Chaparral Country Corporation. ([R-22-99](#), [meeting minutes](#))
- **May 14, 2024:** The Board received an update on the Repair Project and reviewed several long-term stables options. The Board voted to form an Ad Hoc Committee to work with community members to explore and develop potential additional options and return to the full Board in approximately four months. ([R-24-58](#), [meeting minutes](#))
- **November 20, 2024:** The Board received the Ad Hoc Committee option along with options prepared by staff for the long-term use and management of Bear Creek Stables and voted to approve Option 1.b. This option includes: Continue stables boarding and programming, applying the same approaches for phasing, management, and programming presented in the Ad Hoc Committee Option but utilizing an alternate site plan option as modified by staff; option includes a non-profit entity to manage, operate, and fundraise for the stables; option involves the District funding and completing certain annual maintenance and repairs (to be negotiated) and all capital improvements and site cleanups for the modified Phases 0 and 1; since the modified Phase 2 is dependent on future non-profit fundraising, only the modified Phases 0 and 1 would proceed with approval of this option. ([R-24-142](#), [meeting minutes](#))

PUBLIC NOTICE

Public notice was provided as required by the Brown Act. Bear Creek Redwoods interested parties plus the Stables boarders were notified of the public meeting. Additionally, a notice was also posted at the Stables location.

CEQA COMPLIANCE

The Bear Creek Redwoods Preserve Plan Environmental Impact Report (EIR) analyzed the Stables Site Plan. The Board certified the Final EIR on January 25, 2017. The EIR evaluated project elements associated with the repair plan. Implementation of the staff modified Repair Plan (Phase 1) would not result in new significant effects or a substantial increase in the severity of previously identified significant effects; therefore, no additional environmental review is necessary.

NEXT STEPS

If the Board approves this recommendation, the General Manager will execute an amended and restated contract with JNRA to provide additional design, engineering, survey, and technical studies for the Bear Creek Stables Improvements Project.

Attachment(s):

1. Bear Creek Stables Area Map

Responsible Department Head:

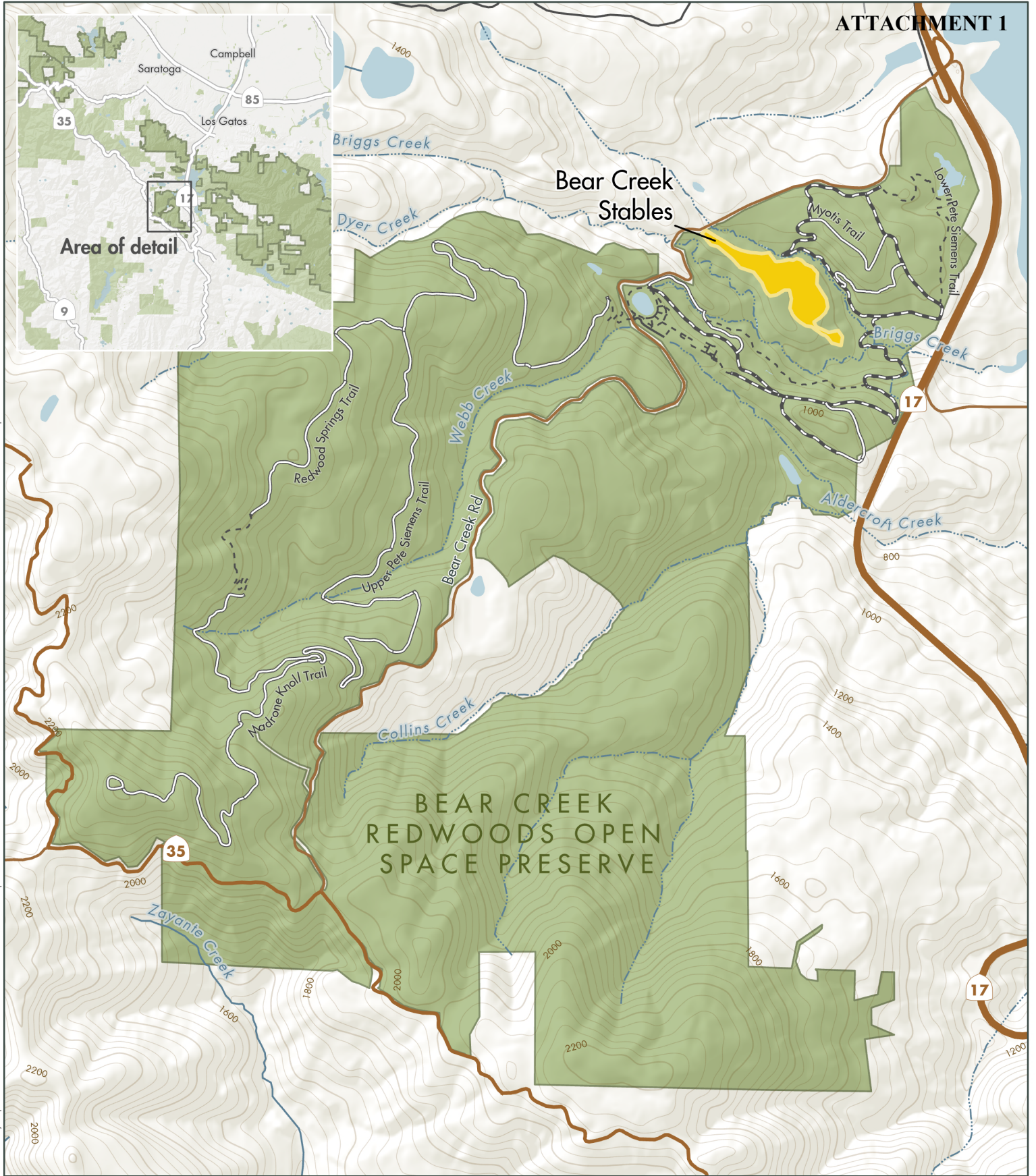
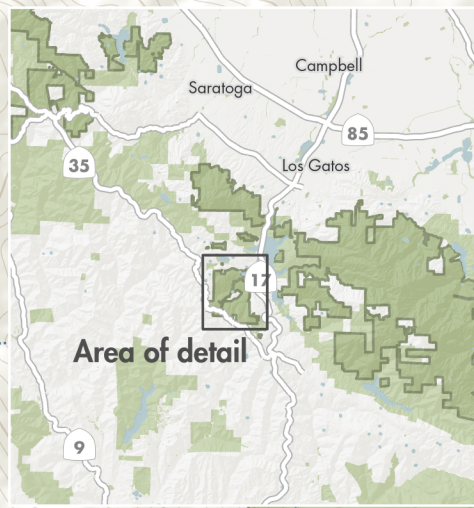
Jason Lin, PE, Engineering and Construction Department Manager

Prepared by:

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Contact person:

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Created By: eplumart

Bear Creek Stables Area Map

- Midpen preserve
- Bear Creek Stables
- Trail
- Unpaved all-season road
- Unpaved seasonal road

Midpeninsula Regional
Open Space District
(Midpen)
2/20/2025



While the District strives to use the best available digital data, these data do not represent a legal survey and are merely a graphic illustration of geographic features.