



Midpeninsula Regional
Open Space District

PROCUREMENT ITEM

R-24-114
Meeting 24-24
September 11, 2024

AGENDA ITEM 5

AGENDA ITEM

Award of Contract for Design and Engineering Services for the Foothill Field Office Annex Foundation Repair Project at Rancho San Antonio Open Space Preserve

GENERAL MANAGER'S RECOMMENDATIONS

1. Award a contract to Wiss, Janney, Elstner Associates, Inc., for design, engineering, and construction administration services for the Foothill Field Office Annex Foundation Repair Project for a not-to-exceed base contract amount of \$76,600, and \$1,500 for reimbursable expenses.
2. Authorize a 15% contingency of \$11,490 to cover unforeseen tasks beyond the current scope, bringing the total not-to-exceed contract amount to \$89,590.

DISCUSSION

The Foothill Field Office Annex is located in Rancho San Antonio Open Space Preserve at the south end of Mora Road, north of the Midpeninsula Regional Open Space District's (District) Foothill Field Office (Attachment 1). The Annex is an important operational building for the District and is used as an auxiliary office, storage, and training space to the Foothill Field Office. The one-story, mid-20th century California Ranch style house is a timber-frame building on a concrete foundation with brick cladding at the exposed foundation walls that was built as a residence for the Perham family in 1949. A historic resource evaluation conducted for the Deer Hollow Farm historic district indicates that the Annex is a non-contributing structure to the historic district and does not meet any criteria for historic significance. The interior flooring and the exterior perimeter of the structure have developed a noticeable slope, indicating potential foundation settlement issues. The floor slope was measured at approximately 4% to 6% in several locations. The desired outcome of this project is to address geotechnical and structural deficiencies, re-level the existing structure, and mitigate future settlement of the foundation.

The General Manager recommends awarding a contract to Wiss, Janney, Elstner Associates, Inc., (WJE) for a not-to-exceed base contract amount of \$76,600 to perform design, engineering and construction administration services for the Foothill Field Office Annex Foundation Repair Project at Rancho San Antonio Open Space Preserve, and \$1,500 for reimbursable expenses. The General Manager also recommends authorizing a 15% contingency amount of \$11,490 to cover additional investigations or design relating to unanticipated issues upon initial assessment of the Annex. The proposed Fiscal Year 2024-25 (FY25) includes sufficient funds for this contract. This work includes the preparation of construction plans necessary to secure permits

and award a future construction contract to complete the repairs. Construction is anticipated to begin in FY27.

Contract Scope of Work

The consultant team includes structural engineers, geotechnical engineers, and cost estimators to perform the following tasks:

- Review existing information, conduct site assessment and geotechnical investigations of foundation conditions
- Complete 65% Design Plans, Specifications & Estimates (PS&E)
- Complete 100% Final PS&E
- Assist with securing County of Santa Clara building permit
- Bidding, Construction Administration, and Project Closeout

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.

PROCUREMENT PROCESS AND SELECTION

On June 28, 2024, staff issued a Request for Proposals and Qualifications (RFPQ) via Periscope and performed outreach to qualified firms. An optional pre-proposal site visit was held on July 16, 2024, and was attended by two firms. The District received two proposals by the July 31, 2024 deadline. Wiss, Janney, Elstner Associates, Inc., was selected as the most qualified consultant due to their subject matter expertise in structure stabilization. The firm proposed a strategic and streamlined workplan at a fair and reasonable price.

Consultant	Location	Proposed Fee
Wiss, Janney, Elstner Associates, Inc. (WJE)	Emeryville, CA	\$76,600
Geocon Consultants, Inc.	Livermore, CA	\$145,000

PRIOR BOARD ACTION SUPPORTING THE PROJECT

There have been no prior Board meetings or actions relating to the Project.

PUBLIC NOTICE

Public notice was provided as required by the Brown Act.

CEQA COMPLIANCE

Award of contract for design and engineering services is not a project subject to the California Environmental Quality Act (CEQA).

NEXT STEPS

Following Board approval, the General Manager will execute a contract with Wiss, Janney, Elstner Associates, Inc., to begin the foundation assessment, construction drawings and construction administrative support for the Project.

Attachment(s)

1. Project Site Map
2. Site Photos

Responsible Department Head:

Jason Lin, Engineering & Construction

Prepared by:

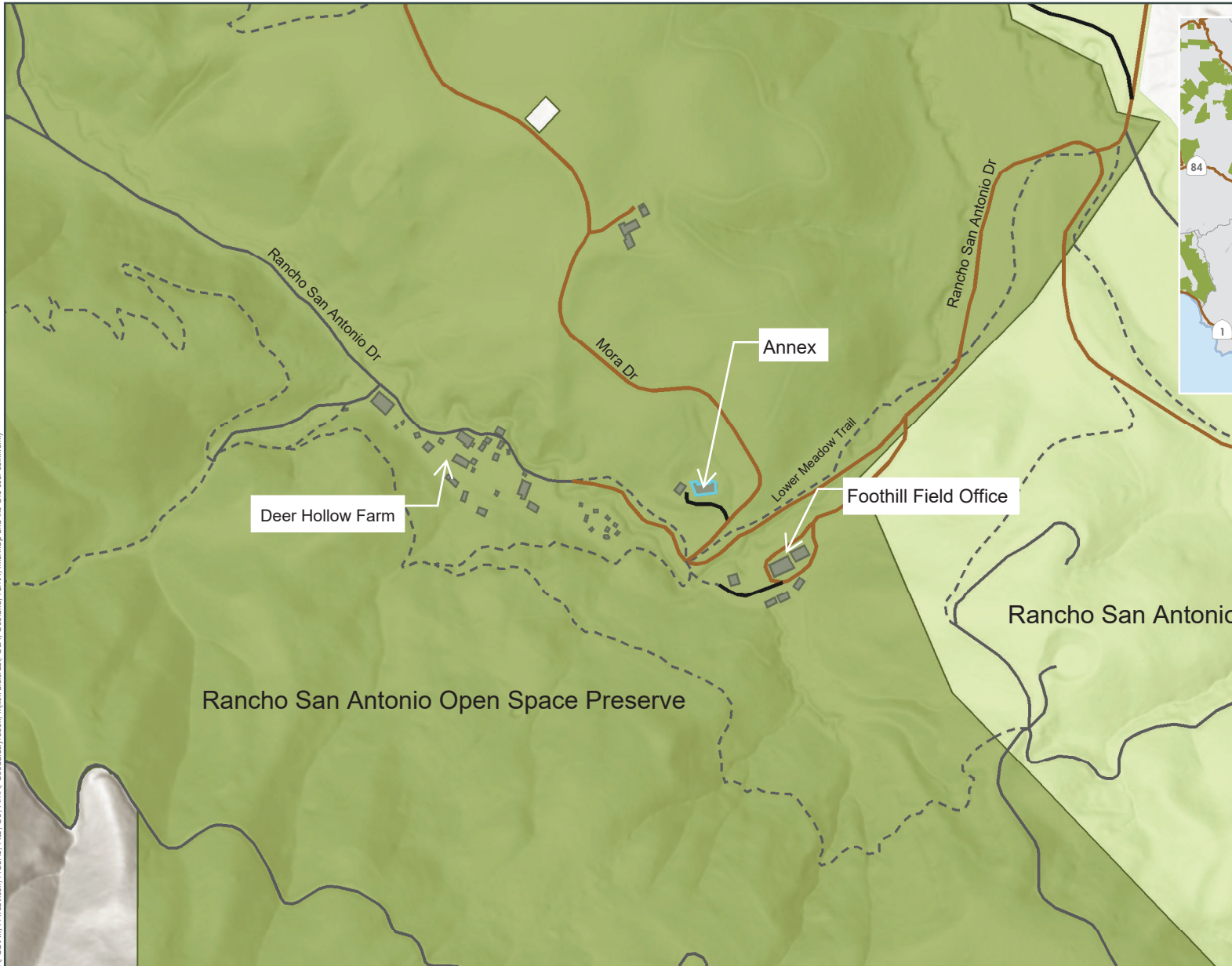
Ivana Yeung, Capital Project Manager III, Engineering & Construction

Contact person:

Ivana Yeung, Capital Project Manager III, Engineering & Construction

Graphics prepared by:

Ethan Le, Engineering & Construction Intern



Data Source(s): Sources: Esri, Airbus DS, USGS, NGA, NASA, CCIAR, N Robinson, NCEAS, NIS, OS, NMA, GeoDataStore, Rikswatersta, GSA, Geoland, FEMA, Intermap and the GIS user community

FFO Annex

Building

■ Present

Trail (classes)

— Paved Road

— Unpaved All-Season Road

— Unpaved Seasonal Road

- - - Trail

Open Space

■ Other Protected Open Space

■ Preserve Boundary (fill)

Attachment 1



Ethan Le

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.

Attachment 2 – Foothill Field Office Annex Site Photos



Figure 1. South Elevation



Figure 2. Primary Entrance



Figure 3. Steel Sash Window



Figure 4. West View



Figure 5. North Facing



Figure 6. Partial View of The Rear North Side