



COUNTY OF SAN MATEO
Inter-Departmental Correspondence
Sheriff's Office



Date:	April 23, 2012
Board Meeting Date:	May 8, 2012
Special Notice / Hearing:	None
Vote Required:	4/5ths

To: Honorable Board of Supervisors
From: Sheriff Greg Munks
Subject: Architectural and Engineering Consulting Services for the Replacement Jail Project

RECOMMENDATION:

Adopt a Resolution authorizing:

A) the County Manager or his/her designee to execute:

1. An agreement for architectural and engineering services with Hellmuth, Obata + Kassabaum, Inc. (HOK) for the San Mateo County Replacement Jail on Chemical Way in Redwood City, in the amount of \$8,934,220, and
2. Contract amendments which increase the County's maximum fiscal obligation by no more than \$100,000, in aggregate, and/or modify the contract term and/or services so long as the modified term or services do not cause the total cost of architectural and engineering services of the Replacement Jail to exceed the current or revised fiscal provisions.

B) Approve a project allowance account established in the FY 2012-13 budget of \$852,670 in Capital Projects to be used as needed for items that are to be paid by the County over the course of the Project.

C) Approve an Appropriation Transfer Request in the amount of \$350,000 from Non-Departmental ERAF Reserves to Capital Projects for architectural and engineering consulting services for FY 2011-12. Costs for FY 2012-13 are estimated to be \$3 million.

BACKGROUND:

In December, 2010, the Board of Supervisors acquired 4.85 acres of land in Redwood City just east of Highway 101 on Maple Street at Blomquist Street for the express purpose of constructing a new Replacement Jail. Additionally, the Board approved a mitigated negative declaration for the Replacement Jail on the Chemical Way location.

On October 4, 2011, the Board approved the scope and size of the replacement jail project, clearing the way for the project to enter the design phase. In February, 2012, the Board approved the first phase of the jail construction process with the approval of a contract with WEST Environmental Services to oversee and coordinate the Site Management Plan that was approved by the Regional Water Quality Control Board (RWQCB). WEST has begun their work; the next step is to begin the actual design of the Replacement Jail.

The scope of work for the design and engineering of the Replacement Jail has been clearly articulated and includes, but is not limited to:

Research and Program Verification

This phase establishes overall direction for the Project, identifies participants and their defined roles and responsibilities, defines decision-making procedures, and establishes budget and schedule guidelines.

Demolition and Grading Permit / Early Procurement

As soon as possible develop a demolition and grading package for permitting and bidding according to the preliminary project schedule.

Schematic Design

This phase will define the overall design for the Replacement Jail, provide a baseline through design development and serve as a beginning template for the final construction documentation. The architect will develop schematic plans and 3-D concepts while working with consulting engineers and the Sheriff's Jail Planning Unit. Initial plans and 3-D design will address such issues as orientation, interior circulation, sightlines, building access, exterior circulation, and code/regulatory requirements.

Building Information Modeling (BIM) Project Execution Planning

Architect to work with the general contractor to develop a BIM execution plan to document the team standards and protocols for the BIM model as well as determine what the team will use the BIM model for. This will include a detailed description of what is being modeled, who is modeling it, when it is being modeled and how it will be modeled.

Analysis of Structural Systems

Working with sub-consultants, develop an analysis of alternative structural systems for the project, considering availability of materials, lead times, cost, and schedule. This task includes a deliverable in the form of a description of alternatives, and a cost analysis of various structural systems for both the secure and administrative housing structures.

Acoustics

Develop acoustical requirements in conformance with State regulations for all spaces within the Project. Provide recommendations on criteria to the Jail Planning Unit and strategies for ensuring that criteria are met. Provide a plan for integrating acoustical

requirements into the design, and an overall quality control plan to ensure that acoustical criteria is achieved by the final design.

Security

Develop basic security concepts, and review with the Jail Planning Unit and transition team. Establish a quality control plan to ensure that the security requirements are achieved by the final design, and that the Jail Planning Unit and transition team have an active role in reviewing the security design from concept through construction, commissioning, and transition.

Design Development

The architect, working closely with the design engineers and general contractor will provide detailed design development documents as required to fix and describe the size and character of the entire project as to civil, landscape, architectural, structural, mechanical, plumbing, electrical, fire sprinkler, fire alarm and pool systems, materials, and other such elements as may be appropriate to establish the exact character for the final design.

Construction Documentation, Permitting and Bidding

As soon as possible and concurrent with the construction documents, develop early procurement packages for the structural steel, exterior skin, long lead equipment as required to maintain the schedule. This will require that these portions of the work accelerate through the design process so that they can be bid separately.

Document Distribution

The Architect shall be responsible for the printing and distribution of all copies of drawings and documentation required by the Jail Planning Unit.

DISCUSSION:

On December 9, 2011, the San Mateo County Sheriff's Office issued a Request for Statements of Qualifications (RFSOQ) to qualified architectural and engineering firms throughout the United States. RFSOQ advertising and outreach included ads placed in local newspapers, posting on the Sheriff's Office Jail Planning website and postings on Facebook and Twitter. Seven firms responded to the RFSOQ. Representatives from the Sheriff's Office Jail Planning Unit along with a Deputy County Counsel and a representative of the County Manager's Office carefully reviewed all RFSOQ submittals and recommended that the top three ranked firms be moved forward into the Request for Proposal (RFP) stage of the process. Those recommended firms were: Hellmuth, Obata+ Kassabaum, Inc., HMC+ Beverly Prior Architects in association with Ricci Greene Associates, and KMD Justice in association with Dewberry.

On January 27, 2012, the Sheriff's Office issued an RFP to the top three firms and received responses from those firms on February 8, 2012. On February 15, 2012, a selection panel consisting of members of the Sheriff's Jail Planning Unit (JPU) and a representative of the County Manager's Office conducted interviews with the top three firms. After receiving input from the selection panel, the Sheriff recommends the

selection of Hellmuth, Obata+ Kassabaum, Inc. (HOK) as the architect of record for the Replacement Jail project.

Approval of this architectural and engineering services contract contributes to the Shared Vision 2025 outcome of a Collaborative Community by ensuring a safe and cost effective Replacement Jail Facility.

Performance Measure(s):

Measure	FY 2011-12 Projected	FY 2012-13 Projected
Percent of all required plans, specifications and bid documents for architectural and engineering services prepared and completed within industry standard time guidelines.	100%	100%

FISCAL IMPACT:

The cost of this Architectural and Engineering Consulting Services contract is \$8,934,220. The not-to-exceed contract amount is based on \$400,980 for reimbursable expenses, \$706,500 for sub consultant allowances and \$7,826,740 for design fees. The project allowance account of \$852,670 will be kept in Capital Projects and established in the FY 2012-13 budget. It is anticipated that \$350,000 in costs will be incurred during FY 2011-12 and an estimated \$3 million for FY 2012-13. These costs will be funded from Non-Departmental ERAF Reserves. The remaining balance of the contract will be funded by either Non-Departmental ERAF Reserves or bond proceeds for the Replacement Jail Construction Project.

REQUEST FOR PROPOSAL PROCESS MATRIX

1.	General description of RFP	The Sheriff's Office is seeking a firm or individual for architectural and engineering services for the San Mateo county Replacement Correctional Facility
2.	List key evaluation criteria	Proposals were evaluated based on the following: <ol style="list-style-type: none"> 1. Completeness of response submission 2. Personnel experience and qualifications 3. Depth and quality of respondent's performance 4. Technical/Management Approach 5. Availability 6. Financial Stability 7. Sustainable Practices
3.	Where advertised	San Francisco Examiner Posted on the Sheriff's Office web page
4.	In addition to advertisement, list others to whom the RFP announcement was sent.	Sent to all those enrolled to receive automatic notifications and announcements on the Sheriff's web page, Facebook, and Twitter
5.	Total number of RFP's sent to prospective proposers	None directly
6.	Number of proposals received	Seven
7.	Who evaluated the proposal	Lieutenant Deborah Bazan Sargent Dave Titus Project Manager Sam Lin Paul Scannell, representing the County Manager's Office
8.	In alphabetical order, names of proposers (or finalists, if applicable) and location	<p>AECOM Technical Services, Inc. 300 California, Suite 600 San Francisco, CA 94105</p> <p>DLR Group, Inc. of California 1050 20th Street, Suite 250 Sacramento, CA 95811</p> <p>HDR Architecture, Inc. 251 South Lake Avenue, Suite 1000 Pasadena, CA 91101</p> <p>HMC + Beverly Prior Architects RicciGreene Associates 417 Montgomery Street 8th Floor San Francisco, CA 94110</p> <p>Hellmuth, Obata + Kassabaum, Inc. One Bush Street, Suite 200 San Francisco, CA 94104</p>

		<p>Kaplan McLaughlin Diaz Justice with Dewberry 222 Vallejo Street San Francisco, CA 94111</p> <p>Rosser International, Inc. DES Architects/Engineers, Inc. 524 West Peachtree St NW Atlanta, GA 30308</p>
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