



COUNTY OF SAN MATEO
Inter-Departmental Correspondence
Parks



Date: September 12, 2016
Board Meeting Date: November 1, 2016
Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors

From: Marlene Finley, Parks Director

Subject: Agreement with Bellecci & Associates for Design, Planning, and Permitting Services for the Complete the Gap Trail Project

RECOMMENDATION:

Adopt a resolution authorizing an agreement with Bellecci & Associates to provide design, planning, and permitting services for the Complete the Gap Trail Project, for the term of November 1, 2016 through April 30, 2018, in an amount not to exceed \$237,984.

BACKGROUND:

The Complete the Gap Trail Project (Project) will be part of an eventual 17.5-mile Crystal Springs Regional Trail (CSRT) system that stretches from the City of San Bruno to the Town of Woodside along the eastern side of the San Francisco Watershed reservoirs. Today, the CSRT serves over 1,000,000 hikers, joggers, equestrians, and cyclists annually and is one of the most popular facilities operated by San Mateo County Parks Department.

DISCUSSION:

The Project is an approximately 800-foot-long Class I Bikeway segment on the western shoulder of Skyline Boulevard that will connect the Crystal Springs Dam Trail section to the South of Dam Trail section for trail users. It will consist of an eight-foot-wide paved/gravel trail with K-Rail or a similar barrier on the east and a chain link fence on the west. These barriers provide safety and separation for trail users from automobile traffic, are roadway shoulder standards for Caltrans, and regional path standards for San Francisco Public Utilities Commission, the property owners of the San Francisco Watershed. The chain link fence will have breaks to accommodate wildlife crossing as guided by the environmental documents. Signage will direct cyclists, pedestrians, and equestrians along the Class I Bikeway.

A Request for Proposals (RFP) for design, planning and permitting services for the Project was prepared and released using the www.PublicPurchase.com website. The RFP was also posted on the County Parks website.

Through the Public Purchase website, the RFP was released to approximately 1800 firms that could offer the services needed. Over 100 firms downloaded the RFP. Ten individuals attended a mandatory site visit and two firms submitted complete proposals by the deadline. The RFP matrix is attached.

The RFP Review Committee comprised of County Parks and Department of Public Works (DPW) staff reviewed the proposals, interviewed both firms, and selected Bellecci & Associates. The Parks Department will lead the Project with DPW's assistance. An Agreement with the contractor has been negotiated.

The Board is requested to execute the Agreement and also authorize the Parks Director, or her designee, to execute contract amendments to modify the County's maximum fiscal obligation by no more than \$25,000 (in aggregate), and/or modify the contract term and/or services so long as the modified term or services is/are within the current or revised fiscal provisions.

County Counsel has reviewed and approved the resolution and agreement as to form.

Approval of this resolution contributes to the 2025 Shared Vision for an Environmentally Conscious Community, as this Project will eventually complete a continuous trail that will increase the number and quality of experiences of visitors to County Parks and regional trails.

PERFORMANCE MEASURE(S):

Measure	FY 2016-17 Actual	FY 2017-18 Projected
Miles of Trail Designed	0	0.15-miles

FISCAL IMPACT:

There are sufficient funds appropriated in the Capital Projects FY 2016-17 Adopted Budget for this purpose. As the term of this Agreement is from November 1, 2016 through April 30, 2018, the funding required for design, planning, and permitting services in the next fiscal year beginning July 1, 2017 will be included in the FY 2017-18 Recommended Budget.

Attachment: RFP Matrix

Request for Proposals – Matrix

1	Where was the RFP advertised?	www.PublicPurchase.com
2	In addition to any advertisement, list others to whom the RFP announcement was sent:	N/A
3	State the total number of RFP's sent to prospective proposers:	1800 firms received RFP via Public Purchase and 100 firms downloaded the RFP
4	How many proposals did you receive?	2
5	List in alphabetical order the names of the proposers (or finalists, if applicable) and the location:	Bellecci & Associates 7041 Koll Center Parkway, Suite 132 Pleasanton, CA 94566
		BKF Engineers 225 Shoreline Drive, Suite 200 Redwood City, CA 94065