



# County of San Mateo

## Inter-Departmental Correspondence

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**Department:** PARKS

**File #:** 21-728

Board Meeting Date: 9/14/2021

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**Special Notice / Hearing:** None  
**Vote Required:** Majority

**To:** Honorable Board of Supervisors

**From:** Nicholas J. Calderon, Parks Director

**Subject:** Agreement with Romtec Incorporated for design and construction services for the Memorial Park Restroom and Shower Room Replacement Project - Phase 2

**RECOMMENDATION:**

Adopt a resolution authorizing the President of the Board of Supervisors to execute an agreement with Romtec Incorporated for design and construction services for the Memorial Park Restroom and Shower Room Replacement Project - Phase 2, for the term of September 15, 2021 through December 31, 2022, in an amount not to exceed \$3,838,556.89.

**BACKGROUND:**

In 1924, the County of San Mateo opened its first park - Memorial County Park ("Memorial Park"). Situated among the redwood trees in unincorporated Loma Mar, Memorial Park serves as the primary campground for the San Mateo County Park system. The park has 141 campsites, including family, youth group, and large group sites, and also provides a visitor center, an amphitheater, day use picnic areas, and nearly seven miles of hiking trails.

In preparation for Memorial Park's 100-year anniversary in 2024, the Parks Department ("Department") is renovating the park's aging facilities and infrastructure. This effort includes, among other improvements, replacement of the antiquated restroom and shower room buildings in the campgrounds and day use areas. Many of the restroom and shower room buildings have exceeded their useful life and therefore require significant staff and financial resources to maintain. This places a burden on the Department's budget and hinders staff's ability to provide direct visitor services.

In September 2019, the Department initiated Phase 1 of the Memorial Park Restroom and Shower Room Replacement Project ("Phase 1"). Phase 1 consisted of designing and constructing seven new restroom and shower room buildings in the Sequoia Flat, Wurr Flat, Redwood Flat, and Tan Oak areas. To inform the designs, the Department developed a criteria document that detailed minimum requirements, including: energy and water efficiency standards; use of material that can best withstand the natural environment in Memorial Park; features that are efficient to maintain to extend the useful life of the structures; and compliance with the Americans with Disabilities Act. This Board

eventually awarded a contract to Romtec Incorporated (“Romtec”), who successfully completed Phase 1 in May 2021.

Following the success of Phase 1, the Department commenced Phase 2 of the Memorial Park Restroom and Shower Room Replacement Project (“Phase 2”). The Department first updated the previously-developed minimum requirement criteria document to account for lessons learned during Phase 1. Then, in June 2021, the Department initiated the process to procure a design-build contractor for Phase 2. Based on the minimum requirement criteria document, on June 16, 2021, the Department released a Request for Qualifications (“RFQ”) seeking to prequalify Design Build Entities to submit proposals to design and construct Phase 2 pursuant to a subsequently issued Request for Proposals (“RFP”).

Through this process, the Department prequalified two firms to respond to the RFP. These included Romtec and StructureCast. Romtec and StructureCast submitted their proposals for Phase 2 on August 18, 2021. A team of representatives from the Department and the Department’s consultant, Capital Program Management, Inc. (“CPM”) conducted an extensive review of the proposals, resulting in the recommended selection of Romtec’s proposal for Phase 2 as affording the best value for the County (Romtec’s proposal was also for an amount less than StructureCast’s).

#### **DISCUSSION:**

Phase 2 entails the replacement of six restroom buildings in the Sequoia Flat, Azalea Flat, Huckleberry Flat, and Tan Oak areas. The six restroom buildings that will be demolished and replaced contain a total of 42 toilets (and no showers). The new facilities will have 26 toilets and eight showers. The total toilet count will be reduced by 16 toilets, because each restroom building will utilize a single stall, gender neutral design; however, users will have a shorter wait time when compared to traditional group style facilities. The Department will also be able to conduct routine maintenance and cleaning with fewer impacts to park visitors. By adding eight showers, the Department will have greater flexibility in serving overflow campers by converting day-use areas to over-night campsites.

Pursuant to the proposed agreement, Romtec will provide turnkey facilities at project completion. Romtec’s scope of work includes demolition and disposal of the specified restroom buildings; design and construction of six new restroom and shower room buildings, including toilets, showers, sinks, and all ancillary improvements; completion of all necessary site preparation and utility connections; and drainage and stormwater improvements.

To extend the useful life of the new structures, the Department selected facility models that utilize: strategically designed ventilation systems to resist mold; concrete masonry units to eliminate rot; interior antimicrobial latex epoxy paint; high quality sealed concrete floor finishing; sanitary tile cove base on interior walls; and solar tubes for daylight harvesting. By incorporating these features into the designs, Department field staff will be able to more efficiently clean and maintain the facilities and provide more reliable continuity of services to park visitors.

Should the Board authorize the proposed agreement, Romtec will provide the detailed, engineered plans for each restroom and shower room buildings by December 2021. The plans will include preliminary plan views and elevation submittals as well as schematic civil designs including existing conditions, grading and drainage, and utilities. Upon approval of the plans and designs, construction will commence. Construction of the new facilities is anticipated to be completed in July 2022. Unlike during Phase 1, during Phase 2, Memorial Park will remain open to campers and picnickers. The

Parks Department has developed a strategy to minimize the impacts of construction on park visitors.

Because this project consists of the replacement of existing facilities involving negligible or no expansion in capacity, it qualifies for a Categorical Exemption from the California Environmental Quality Act ("CEQA") under Section 15301(c) of the CEQA Guidelines (California Code of Regulations, Title 14).

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

**FISCAL IMPACT:**

The agreement is for an amount not to exceed \$3,838,556.89. All costs associated with this project will be paid for by funds included in the Department's FY 2021-22 Adopted Budget, and in future budgets.