



STAFF REPORT – CITY COUNCIL MEETING

July 19, 2023

TO: Honorable Mayor and City Council Members

FROM: Emily Sinkhorn, Director of Environmental Services

PREPARER: Brigitte Price, Administrative Specialist

DATE: July 12, 2023

TITLE: **Award a Contract in the Amount of \$217,900.00 to SHN for Engineering Design & Construction Management Services for the Arcata Ball Park Improvement Project; Authorize the City Manager to Increase the Contract Amount by up to \$10,895.00 (5 Percent, for a Total of \$228,795.00); and Authorize the City Manager to Execute All Applicable Documents**

RECOMMENDATION:

It is recommended that the Council:

- 1) Award a contract in the amount of \$217,900.00 to SHN for engineering design and construction administration services for the Arcata Ball Park Improvement Project;
- 2) Authorize the City Manager to increase the contract amount by up to \$10,895.00 (5 percent, for a total of \$228,795.00) to allow for any unforeseen contingencies; and
- 3) Authorize the City Manager to execute all applicable documents.

INTRODUCTION:

The City values its partnerships with community-based organizations to enhance public facilities. The City and the Humboldt Crabs baseball organization submitted a proposal to Senator Mike McGuire to secure funding for design and construction of façade, entryway and ADA improvements at the Arcata Ball Park. The Senator was able to secure a state budget allocation for design and construction of the project. A Request for Qualifications & Proposals (RFQ/P) for engineering design and construction management services for the ball park improvement project was released on June 16, 2023, with submissions due July 7, 2023.

BACKGROUND:

Constructed in 1941, the Arcata Ball Park has undergone multiple renovations. The City and the Humboldt Crabs baseball organization have collaborated on many projects to enhance accessibility and enjoyment at the Arcata Ball Park. In 2017, the City led a master planning effort which produced conceptual plans for a full renovation of the ball park. In 2019, the City upgraded the bleachers for safety and accessibility along with some other minor upgrades, and this spring, the City and Crabs collaborated on the installation of a new scoreboard.

Informed by the previous planning process and current identified needs and opportunities at the Ball Park, the City's current focus is to ensure accessibility to the family-friendly grassy seating area in left field and to modernize the entryway with improvements to circulation, sight distance, and identity for the Ball Park façade. To support the proposal to Senator McGuire, the City completed draft schematic drawings at the 30% design level for the entryway, façade, and path of travel. The next phase of the project is to finalize design plans, specifications and cost estimates for these primary improvement components.

DISCUSSION:

The City received three statements of qualifications/proposals from qualified firms that were rated and scored by a three-member panel from the City. All proposals were deemed technically sound. The SHN proposal was rated higher than the other proposals based upon a detailed project understanding, demonstrated technical ability and thorough proposed scope of work.

The Engineering Design & Construction Management contract deliverables will include:

- Preparation of plans and specifications at the 60%, 90% and 100% design levels for path of travel improvements to the left field lawn seating area, façade replacement, and entry plaza re-design.
- Construction administration services to support project construction.

The outcomes from the engineering design work for the Arcata Ball Park Improvement Project will comprise the bulk of the Contract Documents and be incorporated into the bid package that the City will use to bid the project for construction.

The City looks forward to working with the Crabs organization and community members on the design process for the Ball Park improvements. This design contract, if awarded, will help move this process forward with an aim for construction in 2024.

ENVIRONMENTAL REVIEW (CEQA):

Environmental review will be conducted for the Ball Park Improvement Project as the design process commences. It is anticipated that the planned improvements will be categorically exempt from environmental review based on Sections 15301(e) (Additions to existing structures) and 15302 (Replacement of existing structures) of the CEQA Statute & Guidelines handbook.

BUDGET/FISCAL IMPACT:

The contract amount is within the budget allocation for the 2023/24 Fiscal Year and is funded through a state budget allocation to the City. The contract for design services is budgeted under GL 101-50-81-57300.

ATTACHMENTS:

- A. Excerpt from SHN's Proposal & Fee Estimate (PDF)