



Legislation Text

File #: 17-567, **Version:** 1

Report regarding Measure W Community Civic Campus project quarterly update. (*Marian Lee, Assistant City Manager and Dolores Montenegro, Kitchell Program Manager*)

RECOMMENDATION

It is recommended that the City Council review the information in this staff report. This is an information item. There are no actions for consideration at this time.

BACKGROUND/DISCUSSION

This is an information item providing an update on the Community Civic Campus project between April 2017 and June 2017, Quarter 4 of Fiscal Year 2016-17.

Master Architect Procurement

Kitchell spent considerable time preparing Request for Qualifications (RFQ) materials for a Master Campus Architect firm/team. The scope of services for the firm/team to be selected includes:

- Completing the campus master plan;
- Final programming of the buildings;
- Preparing design documents;
- Preparing basis of design and/or criteria documents (if needed);
- Preparing a circulation/access plan; and
- Community/stakeholder outreach including conducting public design charrettes.

The RFQ was issued June 12, 2017 and proposals received July 14, 2017. Review of all submittals is currently underway. A shortlist of qualified firms/teams will be identified and to those firms, a Request for Proposal (RFP) will be issued. Recommendations on the selected firm/team will be brought back to the full council for consideration and approval in October/November 2017.

California Environmental Quality Act (CEQA)

The Draft Supplemental Environmental Impact Report (DSEIR) was released for public review July 12, 2017. The DSEIR is posted on the state registrar and was distributed to appropriate state and local government agencies as required by CEQA. Within the City, the DSEIR was distributed to:

- City Council
- Measure W Citizen's Oversight Committee
- Planning Commission
- Park and Recreation Commission
- Library Commission

- Bike and Pedestrian Committee

The DSEIR was also posted on the City's website and sent to the Measure W mailing distribution list. Hard copies are also available at the Annex as well as the Library.

Comments on the DSEIR are due August 28, 2017 and should be sent in writing via mail or email to Tony Rozzi (315 Maple Avenue, SSF CA. 94080 or tony.rozzi@ssf.net). Comments will be evaluated and addressed in the Final Supplemental Environmental Report (FSEIR) which is scheduled to be completed by October 2017. City Council will be asked to certify the document in November 2017, based on current schedule.

Additional Updates

City Council, at the June 14, 2017 meeting, approved the offer to the Oversight Board for three key parcels needed for the project. At the July 18, 2017 Oversight Board meeting, the Oversight Board ratified the offer by adopting a resolution approving the sale. Agreements related to obtaining the remaining properties (Kaiser and Bay Area Rapid Transit) will be the project team's focus over the next six months.

The Citizen's Oversight Committee did not meet in June 2017. As a result, the project team will present both the Quarter 3 and Quarter 4 updates at their next regularly scheduled meeting on August 2, 2017.

The project procedures manual, as well as the conceptual master project schedule is complete. These deliverables serve as program management tools for the project team to guide day-to-day activities and processes, and manage the project budget and key milestones.

Upcoming Milestones

During the upcoming quarter, the project team will focus on:

- Shortlisting the master architect firms/teams, issuing the RFP and conducting interviews
- Conducting additional environmental and geotechnical due diligence
- Advancing the Antoinette Underground Utility District
- Preparing the Final Supplemental Environmental Impact Report (FSEIR)
- Preparing key terms/draft agreements related to the Kaiser and BART properties

Attachment 1 is a power point presentation that summarizing milestones achieved and target milestones anticipated over the next several months.

Budget / Service Agreements

The total Fiscal Year 2016-17 budget approved by City Council is \$2.5 million. For Fiscal Year 2016-17, \$680,000 was committed for project specific tasks. In Quarter 4, \$181,648 was expended. Remaining funds will be carried over in Fiscal Year 2017 - 18 and with additional funds approved by City Council as part of the Fiscal Year 2017-18 budget; there is sufficient funding for the anticipated project tasks to come.

See Attachment 2 for the budget summary and listing of active service agreements.

FUNDING

There is no funding impact.

CONCLUSION

The next quarterly update for City Council will be in October 2017.

Attachments:

1. Presentation on Community Civic Campus Project Update (Quarter 4, 2017)
2. Community Civic Campus Budget, Expense and Contract Report (Quarter 4, 2017)