

CITY OF OAKLAND

AGENDA REPORT

FILED
OFFICE OF THE CITY CLERK
OAKLAND

2010 MAR 11 PM 4:00

TO: Office of the City Administrator
ATTN: Dan Lindheim
FROM: Community and Economic Development Agency
DATE: March 23, 2010

RE: **A Resolution 1) Awarding a Contract to Camps-In-Common ("Non-Profit") To Provide Project Management Services For The Specific Capital Improvement Projects at Feather River Camp Up To The Amount Of Thirty Thousand Dollars (\$30,000.00), 2) Waiving Advertising And The Request For Proposal/Qualifications Process For Said Project Management Services, 3)Waiving Advertising And Authorizing Limited Solicitation Of Competitive Bids For Construction Of Improvements From The Feather River Camp Area, And 4) Authorizing The City Administrator To Award And Execute Such Construction Contract(s) Without Return To Council**

SUMMARY

The proposed resolution will:

- 1) Authorize the City Administrator to award a contract to Camps-In-Common (CIC), the non-profit organization responsible for managing and operating Feather River Camp since 2003, to provide project management services for proposed capital improvement projects at the camp funded by Measure WW Bond Funds,
- 2) Waive advertising and the request for proposal/qualification process to provide said project management services,
- 3) Waive advertising and authorize the informal solicitation of competitive bids for construction of the projects from qualified contractors in the Feather River Camp area, and
- 4) Authorize the City Administrator to award and execute the construction contract(s) without return to Council.

Feather River Camp is located near Quincy, California, on U.S. Forest Service land permitted as a camp site to the City of Oakland since 1924 (*Attachment A*). CIC has operated and managed the camp since 2003 pursuant to agreements with the City of Oakland. The camp has been providing educational, recreational, and environmental awareness programs for children, youth, and families. Approval of the resolution will ensure necessary improvements are made to keep

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Feather River Camp available to enrich lives for the residents of Oakland through the experience with nature and participation in the camp's organized program.

FISCAL IMPACT

The East Bay Regional Park District (EBRPD) - Measure WW Park Bond Extension, Local Grant Program Fund for the project has been adopted and established in the FY09-11 Budget under Measure WW – East Bay Regional Park District Fund (No. 2260), Project Management Capital Projects Organization (No. 92270) and Feather River Camp Project (No. C378010). Approving the resolution will allocate Measure WW funds up to the amount of \$30,000.00 to pay for Camps-In-Common project management services for the Feather River Camp project. The Measure WW grant program is based on a reimbursable basis where the City shall incur expenditures in advance and submit eligible costs to EBRPD for reimbursement. The service agreement will require CIC to comply with grant program requirements and provide supporting documents to ensure expenses are eligible under the grant guidelines for the City to seek reimbursement.

Project improvements will upgrade and address deficient utility systems to meet code and improve site accessibility. Since the project is operated and managed by CIC, the operation and maintenance impact is anticipated to be minimal.

BACKGROUND

In November 2008, voters within the area served by EBRPD approved the passage of Measure WW – Park Bond Extension. Within the Measure WW Bond – Local Grant Program, the allocation for local parks program to the City of Oakland is approximately \$19.2 million. In December 2008, City Council approved Resolution No. 81586 C.M.S. allocating Local Grant Program funds to various projects, including \$500,000.00 for the Feather River Camp improvement project. As part of the FY2009-2011 Budget adoption process, project funds have been established for the Feather River Camp project under Fund No. 2260, Organization No. 92270, in Project No. C378010.

CIC has managed and operated the camp since 2003, providing a variety of camp programs for families, seniors, and youths. The Feather River Camp is in need of upgrade to increase the efficiency of the well-water filtration system and the septic system to meet the needs of the campers as well as make accessibility improvements and other miscellaneous improvements. The City is currently in negotiations with CIC to renew the operation agreement.

KEY ISSUES AND IMPACTS

The City has contracted with Camps-In-Common to operate Feather River Camp since July 2003 and is currently in negotiation to renew the operating agreement. The operating agreement will be presented for Council's review and approval at a future date.

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CIC's partnership with the City has successfully operated the camp since 2003. Because the camp is located more than 250 miles from the City, CIC can provide support to the City by acting as the on-site project manager and monitor construction of the improvement work. CIC's familiarity with the site and the required improvements will assist the City in monitoring the work progress to conform to project requirements. CIC has an employee with extensive construction experience who will perform the services. Council is requested to waive competitive request for proposal/qualification process pursuant to Oakland Municipal Code (OMC) Section 2.04.051(B) in the interest of the City and authorize CIC to perform project management services.

In addition, because part of the proposed work relates to water wells and the well-water filtration system, the scope requires a specialized licensed contractor to perform the work. Coupled with the fact that the site is remotely located from the City limits in the Plumas National Forest, staff propose Council waive bid advertising per OMC Section 2.04.050 (I-5) and authorize utilization of informal solicitation of competitive bids in the Feather River Camp area to ensure economic feasibility and contractor's familiarity of work in the locality.

CIC and the City will execute an agreement per approved resolution to address roles and responsibilities, fund allocations, and compliance with Measure WW grant requirements. Community Economic Development Agency (CEDA) Project Delivery Construction Management staff will oversee the work of CIC.

In implementing the project, CIC will assist in soliciting bids from local contractors and monitoring the construction phase of the project. The City will manage the design consultant, the informal bidding and award of the construction contract, administer the construction contract and the grant. Partnership between the City and CIC will ensure success of the project and completion of the project in accordance with grant requirements.

PROJECT DESCRIPTION

Improvements at the Feather River Camp consist of upgrading the existing potable well-water and filtration system, increasing water storage and production, upgrading the septic system to code, upgrading the kitchen sanitary sewer system, resurfacing existing roads and athletic courts, improving ADA access and waterproofing of the existing outdoor deck. A map of the site plan is included as *Attachment B*.

SUSTAINABLE OPPORTUNITIES

Economic: The project will improve the Feather River Camp site to maximize camp usage and thereby generate funds for the programs.

Environmental: The contractor will be required to use recyclable construction materials to the extent feasible and is required to recycle construction debris in accordance with City standards.

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Improvement at the Feather River Camp will be limited to the existing camp site and minimize impact to the natural environment of the camp site location.

Social Equity: The improvements to the project will benefit the residents by affording camp programs for City residents and continue to provide recreational opportunities through nature for users of all ages.

DISABILITY AND SENIOR CITIZEN ACCESS

The work will improve upon conditions at the camp by improving access pathways and access to common spaces. All construction will meet the applicable requirements of the Americans with Disabilities Act.

RECOMMENDATIONS AND RATIONALE

It is recommended that Council approves the proposed resolution to award a contract up to \$30,000.00 to Camps-In-Common (CIC) to provide project management services and manage construction of a capital improvement project(s) at the Feather River Camp, waive associated advertising and the request-for-proposal/qualifications process for the project management services per OMC Section 2.04.051(B), waive advertising and authorize the limited solicitation of competitive bids for construction from the Feather River Camp area per OMC Section 2.04.050 (I-5), and authorize the City Administrator to award and execute such construction contract(s) without return to Council.

ALTERNATIVE RECOMMENDATION(S)

If the City Council does not authorize CIC to perform the required project management services for the Feather River Camp improvements, then the City of Oakland CEDA, Department of Engineering and Construction (DE&C) will oversee and administer the construction to complete the said improvements. DE&C will work with the Department of Contracting & Purchasing to issue the completed construction documents for bid using limited solicitation from the local area as authorized. DE&C will allocate additional staff resources to complete the on-site oversight scope. The alternative will result in additional cost to the project because it will require staff to travel to the remotely located project site, and remain at the site throughout construction. Staff does not recommend this alternative because of the additional costs, and the fact that CIC can competently provide the required services.

ACTION REQUESTED OF THE CITY COUNCIL

Staff recommends that the Council approve the proposed resolution.

Respectfully submitted,



Walter S. Cohen, Director
for Community and Economic Development Agency

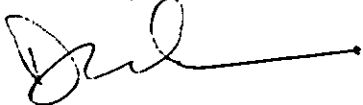
Reviewed by:

Michael J. Neary, P.E., Deputy Director
Department of Engineering and Construction

Prepared by:

Lily Soo Hoo, Project Manager
Project Delivery Division

APPROVED AND FORWARDED
TO THE PUBLIC WORKS COMMITTEE:



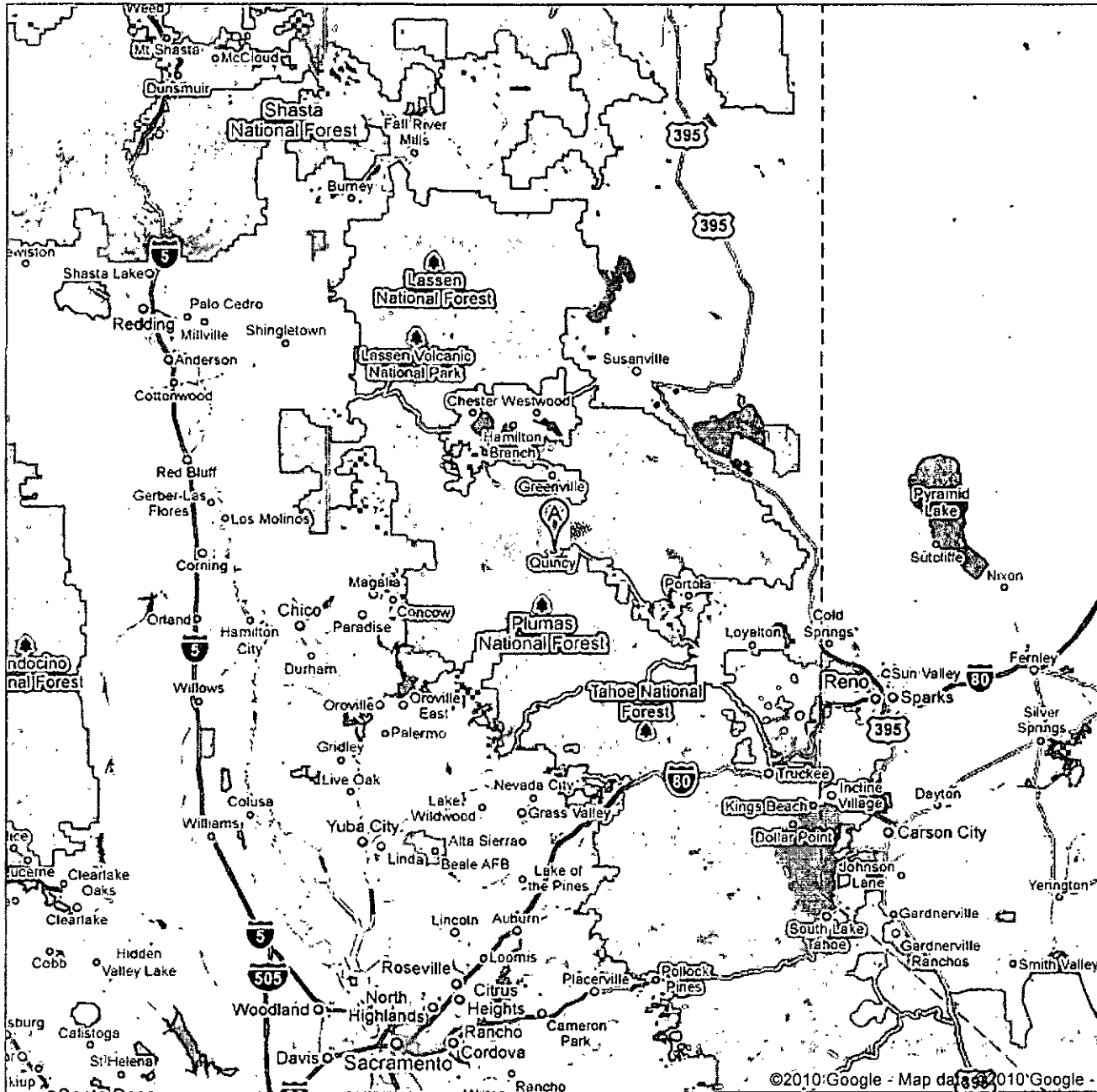
Office of the City Administrator

Attachments: A – Project Location Map
 B – Project Site Plan

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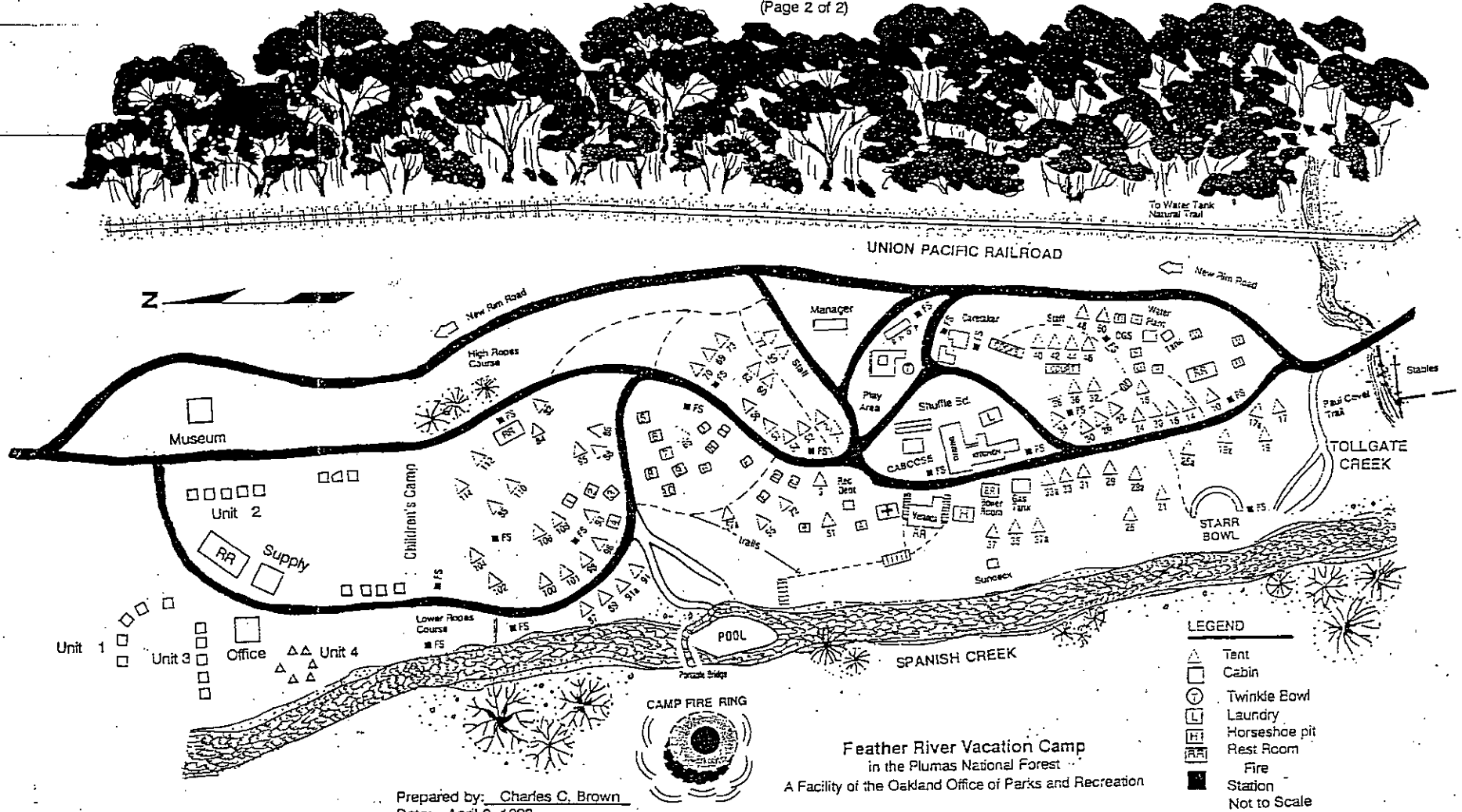
Google maps Address Quincy, CA

Notes ATTACHMENT A - PROJECT LOCATION MAP



ATTACHMENT B - FEATHER RIVER CAMP SITE PLAN

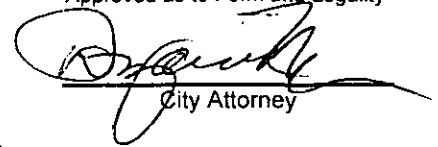
EXHIBIT A
Feather River Vacation Camp
SITE MAP
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FILED
OFFICE OF THE CITY CLERK
OAKLAND

2010 MAR 11 PM 4:00

Approved as to Form and Legality



City Attorney

OAKLAND CITY COUNCIL

RESOLUTION No. _____ C.M.S.

RESOLUTION 1) AWARDING A CONTRACT TO CAMPS-IN-COMMON (“NON-PROFIT”) TO PROVIDE PROJECT MANAGEMENT SERVICES FOR SPECIFIC CAPITAL IMPROVEMENT PROJECTS AT FEATHER RIVER CAMP UP TO THE AMOUNT OF THIRTY THOUSAND DOLLARS (\$30,000.00), 2) WAIVING ADVERTISING AND THE REQUEST FOR PROPOSAL/ QUALIFICATIONS PROCESS FOR SAID PROJECT MANAGEMENT SERVICES, 3) WAIVING ADVERTISING AND AUTHORIZING LIMITED SOLICITATION OF COMPETITIVE BIDS FOR CONSTRUCTION OF IMPROVEMENTS FROM THE FEATHER RIVER CAMP AREA, AND 4) AUTHORIZING THE CITY ADMINISTRATOR TO AWARD AND EXECUTE SUCH CONSTRUCTION CONTRACT(S) WITHOUT RETURN TO COUNCIL

WHEREAS, in November 2008, East Bay Regional Park District voters approved the passage of Measure WW – Park Bond Extension and the City received \$500,000.00 from the Measure WW Bond – Local Grant Program for the Feather River Camp Project; and

WHEREAS, the Feather River Camp Project (Project) was approved in the FY09-11 Budget under Measure WW – East Bay Regional Park District Fund (No. 2260), Project Management Capital Projects Organization (No. 92270) and Feather River Camp Project (No. C378010); and

WHEREAS, the improvement project will benefit the City and provide Oakland residents with recreational camping amenities; and

WHEREAS, the City has contracted with Camps-In-Common, a non-profit organization, to operate Feather River Camp since July 2003 and is currently in negotiation to renew the operating agreement; and

WHEREAS, the City wishes to award a contract to Camps-In-Common to collaborate and provide project management services for implementation of the Project; and

WHEREAS, due to the remote camp location in Plumas National Forest, solicitation of competitive bids from City of Oakland contractors will be economically infeasible; and

WHEREAS, the City lacks the equipment and qualified personnel to perform the necessary work, and the City Administrator has determined that the contracts to be approved hereunder are in the public interest because of economy and better performance, are of a professional, technical and temporary in nature and shall not result in the loss of employment or salary by any person having permanent status in the competitive service; now, therefore, be it

RESOLVED: That pursuant to Oakland Municipal Code Section 2.04.051(B) and for the reasons stated in the City Administrator’s report accompanying this resolution and above, the City

Council finds that it is in the City's best interests to waive the advertising and the request-for-proposal/qualifications process for project management services needed to oversee construction of improvements at Feather River Camp and so waives the requirements; and be it

FURTHER RESOLVED: That funds are available for the Feather River Camp Project (Project) under Measure WW – East Bay Regional Park District Fund (No. 2260), Project Management Capital Projects Organization (No. 92270) and Feather River Camp Project (No. C378010); and be it

FURTHER RESOLVED: That a contract is awarded to Camps-In-Common, the non-profit organization that is in negotiation with the City to continue operating the camp, for project management services to manage specific capital improvement projects at Feather River Camp up to an amount not-to-exceed \$30,000.00; and be it

FURTHER RESOLVED: That pursuant to Oakland Municipal Code Section 2.04.050.I.5 and for the reasons stated in the City Administrator's report accompanying this resolution and above, the City Council finds that it is in the City's best interests to waive the advertising and bidding process for construction of improvement work at Feather River Camp and so waives the requirements; and be it

FURTHER RESOLVED: That the City Administrator is authorized to conduct a limited bid solicitation from qualified contractors in the Feather River Camp Area, and select and award a contract or contracts for construction of improvements at Feather River Camp without return to Council; and be it

FURTHER RESOLVED: That the City Administrator, or designee, is hereby authorized to approve any subsequent amendments, modifications, or extensions of said agreement, excepting those related to increasing the amount of the contract above the amount authorized under this Resolution; and be it

FURTHER RESOLVED: That the contracts approved hereunder shall be reviewed and approved by the City Attorney for form and legality prior to execution and placed on file in the Office of the City Clerk.

IN COUNCIL, OAKLAND, CALIFORNIA, _____

PASSED BY THE FOLLOWING VOTE:

AYES - BROOKS, DE LA FUENTE, KAPLAN, KERNIGHAN, NADEL, QUAN, REID, and PRESIDENT BRUNNER

NOES -

ABSENT -

ABSTENTION -

ATTEST: _____
LaTonda Simmons
City Clerk and Clerk of the Council
of the City of Oakland, California