



BOARD MEETING AGENDA SUBMITTAL

TO: GCSB Board of Directors

FROM: Peter Kampa, General Manager

DATE: September 10, 2024

SUBJECT: Agenda Item 6A: Adoption of a Resolution Authorizing the General Manager to Enter into a Professional Services Agreement with Provost and Pritchard Consulting Group for the Design Services for the Groveland Hetch Hetchy Railroad Trail Project, Phase 1

RECOMMENDED ACTION:

Staff recommends the following action:

I move to adopt Resolution 19-2024 Authorizing the General Manager to Enter into a Professional Services Agreement with Provost and Pritchard Consulting Group for the Design Services for the Groveland Hetch Hetchy Railroad Trail Project, Phase 1, and Authorize Proceeding with the Project Approval and Environmental Documents (PA&ED) Work.

BACKGROUND:

A request for qualifications (RFQ) was developed and approved by the Board for distribution on October 10, 2023, for the Preliminary Engineering, Planning, Design, Construction Management, and Administration for the Hetch Hetchy Railroad Project. Proposals were due on May 15, 2024, and a total of two (2) proposals were received from qualified consultants. Caltrans requires that a competitive consultant selection process be held, and a contract awarded based on qualifications and not cost.

A review group was formed to review the proposals, which included five GCSB staff members, one local business owner, and a member of the Chamber of Commerce. The proposals were reviewed by group members individually and a group meeting held on July 25, 2024. Numeric scores were compiled based on the review criteria in the RFQ, and the individual results for each consultant were discussed at length. It was decided to request an interview with one of the consultants to verify some of the qualifications and experience information submitted.

Both proposals received were excellent and consultants are very qualified and receiving positive recommendations from clients. After review of qualifications, both consultants submitted a cost proposal, per the RFQ. The cost proposal was then evaluated against the consultant's work scope and RFQ to ensure accuracy of understanding of the project and

Caltrans requirements. The selection was difficult and the review group and GCSD staff recommend Board approval of a Professional Services Agreement with Provost and Pritchard Consulting Group, for the Design Services for the Groveland Hetch Hetchy Railroad Trail Project, Phase One.

FINANCIAL IMPACT:

An Active Transportation Program Grant was awarded for \$5.2 million for the Hetch Hetchy Railroad Trails Project. The California Transportation Commission (CTC) allocates this funding to projects in multiple “steps” or phases, including PA&ED, Plans, Specifications and Engineering, Right-of-Way Acquisition and Construction. The CTC has allocated \$185,000 of the total funding toward the PA&ED portion of the project, which was also included in our 2024/25 budget. Provost and Pritchard provided a Cost Proposal for the Design Services for the Groveland Hetch Hetchy Railroad Trail Project, Phase One and is proposed at not-to-exceed \$179,219.60 for the PA&ED work.

ATTACHMENTS:

1. Provost and Pritchard Consulting Group Proposal (hyperlinked)
<https://www.gcsd.org/files/d0a4ee556/Groveland+Hetch+Hetchy+Railroad+Trail+Project-P%26P+SOQ.pdf>
2. Resolution 19-2024

RESOLUTION 19-2024

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE GROVELAND COMMUNITY SERVICES DISTRICT AUTHORIZING THE GENERAL MANAGER TO ENTER INTO A PROFESSIONAL SERVICES AGREEMENT WITH PROVOST AND PRITCHARD CONSULTING GROUP FOR THE DESIGN SERVICES FOR THE GROVELAND HETCH HETCHY RAILROAD TRAIL PROJECT, PHASE ONE

WHEREAS, the Groveland Community Services District (herein referred to as District) is a local government agency formed and operating in accordance with Section §61000 et seq. of the California Government Code; and

WHEREAS, District issued a Request for Qualifications to professional Engineering Firms for Design Services for the Hetch Hetchy Railroad Trail Project Phase 1 dated May 15, 2024; and

WHEREAS, two (2) proposals were received from qualified consulting firms, and those proposals were reviewed by committee on July 25, 2024; and

WHEREAS, Caltrans is providing funding for the project, and their procedures require the selection of professional consultants be based on qualifications for the work; and

WHEREAS, on review and scoring, the Committee recommends approval of a consulting contract to Provost and Pritchard Consulting Group for the Design Services for the PA&ED Portion of the Hetch Hetchy Railroad Trail Project, Phase 1; and

WHEREAS, future portions of the project work including PS&E, Right-of-Way and Construction/Construction Engineering will be considered by resolution of this Board.

NOW THEREFORE BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF THE GROVELAND COMMUNITY SERVICES DISTRICT DOES hereby Adopt Resolution 19-2024 Authorizing the General Manager to Enter into a Professional Services Agreement with Provost and Pritchard Consulting Group for the Design Services for the Groveland Hetch Hetchy Railroad Trail Project, Phase 1. **BE IT FURTHER RESOLVED** that the General Manager is authorized to proceed with the PA&ED portions of the project work.

WHEREFORE, this Resolution is passed and adopted by the Board of Directors of the Groveland Community Services District on September 10, 2024, by the following vote:

AYES:

ABSENT:

NOES:

ABSTAIN:

APPROVE:

Nancy Mora, Board President

ATTEST:

Rachel Pearlman, Board Secretary

CERTIFICATE OF SECRETARY

I, Rachel Pearlman, the duly appointed and acting Secretary of the Board of Directors of the Groveland Community Services District, do hereby declare that the foregoing Resolution was duly passed and adopted at a Regular Meeting of the Board of Directors of the Groveland Community Services District, duly called and held on September 10, 2024.

DATED: _____