DEPARTMENT: Public Works  
BY: Dana S. Hertfelder  
PHONE: 966-5356

RECOMMENDED ACTION AND JUSTIFICATION:

Resolution Awarding a Contract to RRM Design for Master Plan Services for the Regional Recreation Complex in the Amount of $121,790

Public Works is recommending the Board award a contract for master planning services to RRM Design pursuant to their proposal dated August 23, 2004 and authorize the Chair of the Board to execute a contract for such services. The sum of $108,890 plus reimbursables estimated at $5,400 and an additional amount of $7,500 to cover unanticipated costs, making the contract amount to $121,790.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

See attached memos dated September 2, 2004 and October 13, 2004 prepared by Project Manager, Fred Solomon.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Do not approve. The County will not be able to proceed with the master plan for the Regional Recreational Complex.

Financial Impact? (x) Yes ( ) No  
Current FY Cost: $  
Budgeted In Current FY? (X) Yes ( ) No ( ) Partially Funded  
Amount in Budget: $  
Additional Funding Needed: $  

List Attachments, number pages consecutively
Solomon/Hertfelder memos dated 9/2/04 & 10/13/04
Proposal submitted by RRM Design Group
Professional Service Agreement

Source:
Internal Transfer
Unanticipated Revenue 4/5's vote
Transfer Between Funds 4/5's vote
Contingency 4/5's vote
( ) General ( ) Other

CLERK'S USE ONLY:
Res. No.  
Vote – Ayes:  
Noes:  
Absent:  
Approved
Minute Order Attached ( ) No Action Necessary

The foregoing instrument is a correct copy of the original on file in this office.

Date:
Attest: MARGIE WILLIAMS, Clerk of the Board  
County of Mariposa, State of California
By: 

CAO:  

Revised Dec. 2002
Memo

To:        D. Hertfelder, Interim Director of Public Works
From:     Fred S. Solomon
CC:     R. Begley, Parks and Recreation, R Scherf, Parks and Recreation
        Commissioner, P. Holland, Superintendent of Schools
Date:  9/2/04
Re:  Mariposa County Regional Recreation Complex

Recommended Action

It is recommended that the Mariposa County Board of Supervisors award a contract
for master planning services to RRM Design pursuant to their proposal dated August
23, 2004 and that the Chairman of the Board be authorized to execute a contract for
such services. The sum of $108,890 plus reimbursables estimated at $5,400 and an
additional amount of $7,500 to cover unanticipated costs.

Discussion

The County of Mariposa advertised for professional services to prepare a master
plan for the Regional Recreation Complex. Fourteen responses from Architects and
Landscape Architects were received.

A committee consisting of a member of the Parks and Recreation Commission, the
Steering Committee, the Director of Parks and Recreation, and the Public Works
Director (the Selection Committee) reviewed all proposals and selected two finalists
for preparation of the Master Plan. The finalists were asked to make a presentation
of their qualifications and experience to the Selection Committee and to present a
proposal for services.

After presentations by the finalists and interviews by the Selection Committee, the
Selection Committee chose RRM Design Group with offices in Oakdale, San Luis
Obispo, Healdsburg, and Los Angeles. The selection was based on the quality of
RRM's presentation, the experience of RRM in the design of recreation complexes
which closely mirror the Mariposa project, the process RRM proposed for
participation by the community, and the resources they can bring to the project.

A copy of RRM's response to the Request For Qualifications and their Revised
Scope and Fee proposal are attached. Subsequent to the selection by the
Committee, I was asked to negotiate a final fee and a revision to some of the process
elements with RRM (the revised proposal). The revised proposal incorporates
MEMO

To: Dana Hertfelder, Interim Director of Public Works
From: Fred S. Solomon
Date: October 13, 2004
Re: Regional Recreation Complex Master Planning

The Board of Supervisors, at their meeting of October 5, 2004, considered the award of a contract to RRM Design Group for the development of a master plan for the Regional Recreation Complex.

The Board requested that an Agreement be prepared and presented for their approval. A copy of that Agreement is attached. The proposed Agreement has been reviewed with County Counsel.

The Board requested that travel expenses for work be clarified to reflect work outside the City of Oakdale. Additionally, the professional liability limit for the work of RRM has been set at the amount of the contract, $108,890.25. This limit has been reviewed and approved by the County’s Risk Manager on the basis of the fact that the work is a planning document. Future contracts implementing the planning document through construction documents will require higher limits of professional liability.

It is recommended that the Board of Supervisors approve the form of the contract and authorize the Chairman of the Board to execute the contract for the master planning of the Regional Recreation Complex.

[Signature]
COUNTY of MARIPOSA
P.O. Box 784, Mariposa, CA 95338 (209) 966-3222
GARRY R. PARKER, CHAIR
DOUG BALMAIN, VICE-CHAIR
LEE STETSON
BOB PICKARD
JANET BIBBY

MARIPOSA COUNTY BOARD OF SUPERVISORS

MINUTE ORDER

TO: DANA HERTFELDER, Public Works Director
FROM: MARGIE WILLIAMS, Clerk of the Board

SUBJECT: AWARD OF CONTRACT TO RRM DESIGN FOR MASTER PLAN SERVICES FOR THE REGIONAL RECREATION COMPLEX IN THE AMOUNT OF $121,790

Resolution No. 04-461

THE BOARD OF SUPERVISORS OF MARIPOSA COUNTY, CALIFORNIA,

ADOPTED THIS Order on October 26, 2004

ACTION AND VOTE:

Approval of the Consent Agenda (See End of the Minutes)

BOARD ACTION: Tom Guarino, County Counsel, advised that he has changes to make to items 2, 4 and 5. Chairman Parker advised that item 6 was pulled by Public Works. Supervisor Bibby pulled items 4, 7 and 13.

Consent Agenda item 4/agreement with Roger Stephens Engineering for the Greeley Hill pedestrian walkway – Supervisor Bibby noted that the same changes need to be made as those for Consent Agenda item 5, and she provided information on the breakdown of costs for the contract. Supervisor Balmain noted that this is an expensive part of the budget and leaves little for the construction, and he feels it is important to proceed with the project. (M)Bibby, (S)Balmain, item 4 was approved with the noted changes/Ayes: Unanimous.

CA-5 Adopt a Resolution Awarding a Contract to RRM Design for Master Plan Services for the Regional Recreation Complex in the Amount of $121,790 (Interim Public Works Director); Res. 04-461, with changes to the contract

cc: Mary Hodson, Deputy County Administrative Officer
Ken Hawkins, Auditor
Tom Guarino, County Counsel
File