

**TO:** GCSB Board of Directors

**FROM:** Peter Kampa, General Manager

**DATE:** October 10, 2023

**SUBJECT:** Agenda Item 6D: Adoption of a Resolution Authorizing the General Manager to Issue a Request for Qualifications for the Preliminary Engineering, Planning, Design, Construction Management, and Administration for the Hetch Hetchy Railroad Project

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**RECOMMENDED ACTION:**

Staff recommends the following action:

*I move to Adopt Resolution 46-2023 authorizing the General Manager to issue a Request for Qualifications for the Preliminary Engineering, Planning, Design, Construction Management, and Administration for the Hetch Hetchy Railroad Project.*

**BACKGROUND:**

The Hetch Hetchy Railroad Trail Project has been approved for funding through the Active Transportation Program (ATP) administered by Caltrans. The ATP funding guidelines require a competitive process when securing the contracted services of an architect or engineer. Using a Request for Qualifications (RFQ) process, firms responding will compete with each other to put together the team of expertise most closely matching the outcomes and experience we seek in the RFQ. There is no bidding or and no requirement to award to the lowest bidder. We will, however, recommend award to the lower cost proposal if the qualifications of two firms are identical. We will also negotiate the fee with the selected firm.

We are in the process of finalizing the RFQ language which will require review by TCTC and potentially Caltrans when complete. Staff is recommending Board approval for us to proceed with the process to get the RFQ on the streets before our November meeting. Due to the very strict Caltrans scheduling and approvals, we want to be prepared for the Board to award a contract to the selected firm at our December meeting, which is the week after we will receive our funding allocation from the California Transportation Commission for planning, preliminary engineering, and environmental.

The RFQ will describe the experience and qualifications of the firm we desire, including experience with the ATP program, planning and implementing work on historic properties, interpretive/educational theme and display development, work in rural mountain communities as well as ADA paved trail design and trail master planning. We will review qualifications also based on performance to schedule and budget. We will be looking for a team with real vision of the potential for this trail to best serve the community and provide opportunities for destination tourism and learning for all ages. We propose the review of the RFQ to be completed by a committee made up of staff, board members and strategic community members.

**ATTACHMENTS:**

None

**FINANCIAL IMPACT:**

Other than staff time and legal review there is no direct cost for the RFQ process. The cost of the selected consultant's work will be covered by the project grant funds.

**RESOLUTION 46-2023**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE GROVELAND COMMUNITY SERVICES DISTRICT AUTHORIZING THE GENERAL MANAGER TO ISSUE REQUEST FOR QUALIFICATIONS FOR THE PRELIMINARY ENGINEERING, PLANNING, DESIGN, CONSTRUCTION MANAGEMENT, AND ADMINISTRATION FOR THE HETCH HETCHY RAILROAD PROJECT**

**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**, the District has been awarded funding through the Active Transportation Program (ATP) for the Hetch Hetchy Railroad Trail project; and

**WHEREAS**, the District seeks to engage the most experienced and qualified trail planning and design professional consultants to plan, design and manage the project implementation; and

**WHEREAS**, a Request for Qualifications is being prepared to be publicly distributed to secure qualifications statements from professional firms.

NOW THEREFORE BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF THE GROVELAND COMMUNITY SERVICES DISTRICT DOES HEREBY approve as follows:

1. Authorize Staff to issue request for qualifications for the Hetch Hetchy Railroad Trail project Project.

**WHEREFORE**, this Resolution is passed and adopted by the Board of Directors of the Groveland Community Services District on October 10, 2023, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT

APPROVE:

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Nancy Mora, Board President

ATTEST:

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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 October 10, 2023.

DATED: \_\_\_\_\_