MEMORANDUM
DEPARTMENT OF PUBLIC WORKS AND FACILITIES
County of Placer

TO: Board of Supervisors DATE: March 22, 2016

FROM: Ken Grehm, Director of Public Works and Facilities
By: Rob Unholz, Capital Improvements Manager

SUBJECT: Capital Improvements Division / Consultant Services Agreement / Williams + Paddon Architects + Planners / Placer County Government Center Master Plan Update

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ACTION REQUESTED

Approve an agreement with Williams + Paddon Architects + Planners in the amount of $2,145,800 to update the 1993 Comprehensive Facilities Master Plan for the 200-acre Placer County Government Center campus; determine that the agreement is categorically exempt from environmental review pursuant to Section 15306 of the California Environmental Quality Act Guidelines; and authorize the Chair to execute the agreement upon County Counsel review and approval. The agreement period runs from March 2016 through August 2017.

BACKGROUND

1993 Comprehensive Facilities Master Plan

The Comprehensive Facilities Master Plan (CFMP) has driven planning policy at the Placer County Government Center (PCGC) since its inception in 1993. The plan delineated County and private land use areas across the 200-acre campus, providing direction for PCGC capital improvements since that time.

The CFMP also documented transitioning from County utilization of the WWII-era DeWitt General Hospital buildings to new, efficient structures that house County functions. The Finance and Administration Building, Community Development Resource Center, Auburn Justice Center, Juvenile Detention Center, additions to the Main Jail, and the new Animal Services Center are all buildings that will have been constructed in the last twenty-five years and have replaced many of the original hospital wings or antiquated support structures. Additionally, the Home Depot project, located at the PCGC, was developed as a direct result of the CFMP.

These contemporary buildings, having followed the CFMP and built to last for many years to come, have established a strong framework and foundation for future PCGC campus development. The CFMP has surpassed its intended planning horizon (2011) and is in need of an update.

PCGC Master Plan Update

To fulfill this need, and building on the planning delineated in the CFMP, the PCGC Master Plan Update will establish a long-term vision and ongoing facilities planning guide, which the County intends to employ for capital improvement projects at the PCGC campus with a 20-year planning horizon.

The PCGC Master Plan Update will include a campus vision, development context and guiding principles, site and facilities assessment, facility utilization study, transportation and circulation planning, infrastructure and utilities planning, landscape and open space planning, an economic development study, site and facilities planning, zero net energy and water planning, a phasing and implementation plan, and a program level Environmental Impact Report (EIR) with potential project level components. These plan elements provide a guide to implement priority facility and infrastructure projects over time.

In addition to the primary focus of future development of Placer County facility functions and supporting infrastructure at the government center, the PCGC Master Plan Update will evaluate the County's Fulweiler Avenue services for a potential future relocation to the PCGC. This consolidation of services concept is integral to the CFMP and will be evaluated as part of the PCGC Master Plan Update.

Another PCGC Master Plan Update focus is the evaluation and determination of County and private land use development zones at the campus. County departmental assessments and facility utilization studies will yield anticipated County site and building needs into the future. As County space requirements are determined at

the campus, private development zones will also be evaluated and identified for potential future non-County functions.

In anticipation of the completion of the Programming for a potential new Health and Human Services building, the PCGC Master Plan Update is structured to allow for incorporation of that potential programming information into the master planning and EIR processes. Those processes will also allow for potential inclusion of other possible project level reviews.

Additionally, an area of focus for the PCGC Master Plan Update is evaluating and providing options for the approximately 73-year-old DeWitt General Hospital buildings at the government center. A thorough review of all existing building assessments, development of County facility needs into the future, and developing an updated Cultural Resource study will provide background information to assist in generating master plan alternatives that address the historic considerations of the existing buildings at the campus.

Process

The PCGC Master Plan Update process is expected to take approximately 18 months to complete once initiated. This process is intended to address the larger questions associated with consolidation of the County departments at Fuilweiler Avenue to the PCGC, County-private land use area designations, and the DeWitt Hospital building uses before greater master plan detail is generated. It's structured to assess conditions, develop guiding principles, obtain community feedback and develop site alternatives and a strategic vision by the summer of 2016. A program-level EIR is then planned to start and continue through the following year, with completion anticipated sometime in summer of 2017. During the EIR process, additional plan detail will be developed that will inform Final EIR and Master Plan Update documentation.

April - August 2016

The first project tasks will include establishing a vision for the master plan update and assessing PCGC campus conditions. County service and resource needs will be evaluated during this time to assist with establishing future area needs. Campus site, buildings, transportation, circulation and infrastructure will be assessed to provide foundational information for future tasks. Site development alternatives will be developed based on assessment findings and after community workshop feedback. Initial EIR studies will be started during this portion of the master plan update.

There are two community workshops planned during this period.

September 2016 - January 2017

Once direction has been provided by the Board on the information derived from the previous tasks, the Environmental Impact Report will commence. This program-level EIR may include project-level components that will parallel the master plan update project. During this time, additional master planning detail for more project facets will be generated and incorporated into the PCGC Master Plan Update and the EIR process.

There is one community workshop planned during this period.

February - August 2017

The final Master Plan Update documentation will be underway at this point and will coincide with proposed final reviews, findings and requested approvals associated with the EIR. Additional details, such as design guidelines, will continue to be incorporated into the PCGC Master Plan Update and the EIR process. The implementation plan task will be finalized during this time, including project phasing and cost modeling. Energy, water and carbon offset planning will be completed in this timeframe. Final PCGC Master Plan Update and Environmental Impact Report documentation is planned to be completed by late summer 2017.

There is one community workshop planned during this period.

Community and Stakeholder Engagement

Staff anticipates project stakeholder engagement that will allow for project input, review, comment and direction. Your Board will provide overall direction and consideration of approvals at identified intervals during the process. Collaboration with various County departments and utility companies will help develop planning outcomes. Staff anticipates meetings with local governing agencies and organizations to allow for feedback as

well. The community at large and Placer County employees will be engaged through workshops and be kept updated and informed through County-managed communication channels. Additionally, community input will be solicited as the EIR takes shape.

Next Steps

Once the master planning consultant is under contract, the master Work Plan will be generated which will confirm important dates and times, including upcoming community workshops. The consultant will start with campus assessments and County departmental service/resource analysis as soon as possible.

The first community workshop is tentatively scheduled for next month, April 2016. Notice will be provided for this workshop through the Placer County website and through the PCGC Master Plan Update distribution list, among other types of media.

The Planning Consultant

To initiate the PCGC Master Plan Update project with the vendor community, the Department of Public Works and Facilities enlisted the assistance of the Procurement Services Division to develop a Request for Proposal (RFP). Firms both locally and on a national basis were notified of the RFP; more than one hundred firms accessed the RFP documents. Twenty firms attended a pre-bid conference on July 30, 2015 with the County and formal responses were received from five firms.

An evaluation panel comprised of representatives from the County Executive Office, Department of Public Works and Facilities, and the North Auburn Municipal Advisory Council reviewed the responses in accordance with the evaluation criteria contained in the RFP. Based on the evaluation of the proposals received, the panel determined that three of the submitting firms' best met the County's requirements and were recommended for interviews. These firms were:

- Williams + Paddon Architects + Planners of Roseville, California
- AECOM of Sacramento, California
- Dreyfuss & Blackford Architects of Sacramento, California

Following an interview process, the most qualified firm was determined to be Williams + Paddon Architects + Planners. Staff has negotiated a mutually agreeable contract that supports our objectives for meeting the RFP requirements.

The project is planned to commence in April of this year and conclude in 2017. In order to proceed with the master plan update, it is requested your Board approve the attached Consultant Services Agreement with Williams + Paddon Architects + Planners and authorize the Chair to execute the contract in an amount not-to-exceed, $2,145,800.

ENVIRONMENTAL CLEARANCE

The action requested of your Board today is exempt from review under the California Environmental Quality Act pursuant to CEQA Guidelines Section 15306 – data collection and resource evaluation activities used strictly for information gathering purposes.

FISCAL IMPACT

The total cost of the Placer County Government Center Master Plan Update is $2,608,000, including $2,145,800 for consultant planning services and $462,200 for project management testing, fees and contingency costs. A total of $1.5 million in funding is available in the FY 2015-16 Final Budget at no new net county cost. Funding for the remaining $645,800 balance will be recommended with the FY 2016-17 Proposed Budget, as part of the Capital Fund, Project No. 4761.

On file with Clerk of the Board: Agreement with Williams + Paddon Architects + Planners