

Oregon Parks and Recreation Commission

July 30, 2024

Agenda Item:	1i	Action
Topic:	Amendment to Cape Lookout Design Contract	
Presented by:	Matt Rippee, Deputy Director (interim) – Heritage Division	

Background:

- Staff requests approval for awarding a Phase II Design amendment to the existing consultant contract with KPFF Consulting Engineers. Phase I included pre-design analysis of the existing infrastructure and proposed improvements.
- The Phase II Design Amendment will include:
 - Develop complete construction documents (plans & specifications).
 - Develop cost estimates for all proposed improvements.
 - Develop and submit all required permits and provide support through the permitting process.
 - Provide support through the contract bidding process.
 - Note: This amendment does not include construction administration, that will be included in a future amendment.
- Funding for Phase II Design is supported through the General Obligation Bond.

Prior Action by Commission: None

Action Requested: Approve to amend design contract to a value not to exceed \$1,200,000.

Attachments:

- Attachment A – KPFF Phase II Design Proposal

Prepared by: Darrell Monk, Senior Project Manager

Attachment A – KPFF Phase II Design Proposal



SCOPE OF SERVICES

Cape Lookout State Park Bond Projects – Existing Campground Mods and Day Use parking upgrade

A. PROJECT UNDERSTANDING

Cape Lookout State Park is located in Tillamook County, south of the city of Tillamook, on a sand spit between Netarts Bay and the Pacific Ocean. The proposed project will address a number of maintenance issues as well as implement improvements to better meet current demands.

Proposed improvements are identified on the attached Concept Map (Exhibit “A”) and associated Concept Task Matrix (Exhibit “B”).

The goals of our efforts during this early phase of work include:

- Work with OPRD staff to develop construction document-level plans, for the improvements indicated on the attached scope plan and matrix.
- Provide cost estimating services for the developed designs.
- Submit permit and support the permitting process.
- Assist with the contractor bidding and negotiation process.

B. PROJECT TEAM

KPFF has assembled the following team to provide the expertise necessary to address the needs of this project:

- **KPFF Civil** will provide overall project management, civil engineering, permit support and will be the point of contact between OPRD and the sub-consultants.
- **KPFF Survey** will provide updated site survey information and incorporate the delineated wetland outlines, all work will be done as part of the previous ASR-4 scope.
- **KPFF Structural** will provide structural plans and specification for foundations supporting prefabricated lavatory vaults and pre-engineered restroom/shower building, including minor structural modifications as needed to the buildings.
- **KPFF Environmental** will provide support for floodplain permitting, Joint Permit Application for No-Permit-Required from DSL and the Army Corps of Engineers and provide environmental permitting memo if there are potential impacts to jurisdictional wetlands.
- **GreenWorks** will provide landscape architecture services, including assisting with site layout for campsites and the day-use area. Any site layout that might affect wetlands will be removed from the scope to expedite permitting.

- **Interface** will provide mechanical, electrical, telecom, and site lighting. MEP services will mainly focus on site elements as described in the scope map and matrix. Any buildings onsite will have their own MEP layout incorporated into the design and completed by a separate contracted design team as provided by OPRD. This scope is limited to connecting the building MEP to the site MEP, provide natural gas supply to restroom building, pathway lighting for vehicular access path to restroom building, provide support for existing EV chargers and or fee station relocation.
- **ACC Cost Consultants** will provide cost estimating services based on the 95% Submittal set and any changes required for the 100% submittal set.
- **FFA Architecture and Interiors Inc.** will provide architecture support services as needed. All buildings will be pre-designed and provided by OPRD. Any building modifications will be done by others (OPRD contracted design team).
- **Pacific Habitat Services** will provide wetland delineation as part of the previous ASR-4 scope.
- **GRI** will provide additional seismic settlement assessment services for the new restroom building to support building foundation design.

C. TASK BREAKDOWN

TASK 1: PROJECT MANAGEMENT AND ADMINISTRATION

Consultant shall:

- Process contract and sub-consultant agreements.
- Develop and maintain project schedule.
- Prepare for, attend and document up to six (6), one-hour meetings with OPRD staff during this phase of work.
- Prepare and process invoices monthly. **Deliverables:**
 - Project schedule and updates.
 - Meeting agendas and notes.
 - Monthly invoices.

TASK 2: PROVIDE 30% CONSTRUCTION DOCUMENTS

Consultant shall:

- Develop 30% level construction drawings and associated specifications for the scope items listed in the attached scope exhibits.
- Coordinate with OPRD staff to identify existing deficiencies or concerns.
- Submit deliverables for OPRD review.
- Address comments and meet with OPRD for a comment resolution meeting.

Deliverables:

- 30% Construction Document level plans and specifications.

TASK 3: PROVIDE 95% CONSTRUCTION DOCUMENTS

Consultant shall:

- Develop 95% level construction drawings and associated specifications for the scope items listed in the attached scope exhibits.
- Develop associated reports that are required to support the permitting process.
- Coordinate with OPRD staff to identify concerns or potential plan changes.
- Submit deliverables for OPRD review.
- Address comments and meet with OPRD for a comment resolution meeting. ***Deliverables:***
 - 95% Construction Document level plans, reports, and specifications.

TASK 4: PROVIDE 100% CONSTRUCTION DOCUMENTS

Consultant shall:

- Develop 100% level construction drawings and associated specifications for the scope items listed in the attached scope exhibits.
- Develop associated reports that are required to support the permitting process.
- Incorporate final OPRD comments and changes into the design plans.
- Submit deliverables for final OPRD acceptance.

Deliverables:

- 100% Construction Document level plans, reports, and specifications

TASK 5: PROVIDE COST ESTIMATING

Consultant shall:

- Develop a cost estimate based on the 95% Construction Documents deliverables.
- Cost estimate shall be submitted to OPRD and subconsultants for review. • Comments and changes will be incorporated into the 100% cost estimate
- 100% cost estimate to be submitted to OPRD for final acceptance.

Deliverables:

- 95% Construction Document level cost estimate.
- 100% Construction Document level cost estimate.

TASK 6: PROVIDE PERMITTING SUPPORT

Consultant shall:

- Act as a liaison between OPRD, the project team and the various permitting agencies.
- Compile and submit construction drawings and associated reports for local permitting.
- Respond to the permitting agencies to address permit questions and comments.

TASK 7: PROVIDE BIDDING AND NEGOTIATION SUPPORT

Consultant shall:

- Assist OPRD with the bidding and negotiations phase to select a contractor.
- Attend pre-bid conference as needed.
- Respond to contractor bid inquiries.
- Issue up to 2 addenda as needed.
- Assist in evaluation bidder qualifications as needed.

TASK 8: SUPPORT SERVICES

Consultant shall:

- GRI will provide additional exploration services for seismic settlement at restroom building location
- KPFF Environmental will provide:
 - Environmental coordination
 - No-permit requirement letter
 - Floodplain permitting assistance
 - Contingency for environmental memo in case of jurisdictional wetlands.
- FFA will provide minor architectural support on an as-needed basis.

Deliverables:

- Update Geotech report.
- Environmental narratives/memos/letters as needed.

TASK 9: PROVIDE CONSTRUCTION ADMINISTRATION

Consultant shall:

- TBD, not part of this scope.

D. ASSUMPTIONS & CLARIFICATIONS

- All permit fees and agency charges will be paid by others.
- All buildings will be pre-designed buildings as furnished by OPRD. Architectural scope will be limited to building modifications as needed to support the project.
- All scope will be removed that might trigger extensive environmental permitting (DSL, Army Core, etc.)
- Traffic impact assessments are not required for the development of the proposed scope.
- Archeological or historical resources work will be provided by Owner if required.