

Staff Report

TO: Board of Directors

FROM: Doug Roderick, P.E., Director of Engineering
Nathan Droivold, P.M.P., Project Manager

DATE: January 22, 2025

SUBJECT: **Contract for the New Hydroelectric Field Office Architectural Design
Project No. 2432 (Consent)**

ENGINEERING

RECOMMENDATION:

Award a Consulting Services Agreement with Russell Davidson Architecture, Inc. (RDA) in the amount of \$371,811.78 with a 10% contingency (for a total of \$408,993) and authorize the General Manager to execute the necessary documents.

BACKGROUND:

In late 2022, the District purchased the property located at 148-152 Whitcomb Avenue in Colfax, California, and plans to convert the space into the future headquarters for NID's Hydroelectric Department. The building consists of about 40,000 square feet of warehouse/shop space situated between two office spaces totaling about 17,000 square feet. NID's Hydroelectric Department will occupy one of the office spaces and the warehouse in the future.

In 2023, the District hired PBK Architects, Inc., a professional consultant, to develop a conceptual layout showing proposed improvements to the existing space that would suit the needs of the District. Several iterations were presented for the District's consideration before a concept plan was accepted as a desirable outcome for a future remodel of the building.

Using this concept plan, District staff prepared a request for proposals (RFP) outlining the scope of work for the design phase of the planned remodel including an interior remodel according to the concept plan and exterior/site improvements that are required prior to the relocation of NID's Hydroelectric Department to this site. This includes adding new communications infrastructure to transmit existing SCADA data to the new facility, making repairs to the building exterior, adding onsite security, and other planned improvements.

The RFP for design services was sent to 11 prospective firms on October 28, 2024. Four proposals were received by the due date of December 10, 2024. Some of the firms proposed together as a team, while the other firms were either non-responsive or declined to submit proposals for the project. Staff reviewed the four proposals, and selected RDA for award based on the criteria stated in the RFP. Table 1 below summarizes the cost of services proposed by each firm and the staff rankings for each proposal:

Table 1 – Cost of Services from Firms and Staff Rankings

Firm(s)	Cost of Services	Staff Ranking
RDA	\$371,811.78	1
PBK Architects	\$481,250.00	2
19six Architects	\$870,350.00	3
Fred Stoenner Architecture, Inc.	\$392,000.00	4

Staff recommends awarding a Consulting Services Agreement to RDA in the amount of \$371,811.78 with a 10% contingency for a total authorization of \$408,993.

BUDGETARY IMPACT:

The 2025 budget for this project is \$2,000,000. After authorizing the Consulting Services Agreement with RDA, Inc. in the amount of \$408,993 there will be \$1,591,007 remaining in the project budget.

Construction services will be contracted separately later in 2025 after the design work is completed and will continue into 2026.

Attachments:

- None.

ND