



Office of the City Manager

CONSENT CALENDAR  
December 11, 2018

To: Honorable Mayor and Members of the City Council  
 From: Dee Williams-Ridley, City Manager  
 Submitted by: Scott Ferris, Director, Parks, Recreation & Waterfront  
 Subject: Contract: Hyphae Design Laboratory for Citywide Restroom Assessment

RECOMMENDATION

Adopt a Resolution authorizing the City Manager or her designee to execute an expenditure contract, and any amendments or extensions with Hyphae Design Laboratory (“Hyphae”) to perform professional consulting services for the Citywide Restroom Assessment Project in an amount not to exceed \$148,215 for the period January 1, 2019 to July 31, 2020.

FISCAL IMPACTS OF RECOMMENDATION

Funding for this contract is available in FY 2019 and FY 2020 in the Measure T1 – Infrastructure and Facilities Fund with budget code: 511-52-545-0000-0000-000-461-612990PRWT119010.

CURRENT SITUATION AND ITS EFFECTS

The goal of this project is to provide a vision and conceptual plan for equitable public restrooms throughout the City. Staff intends to achieve this goal by evaluating existing conditions, coordination of a collaborative community input process, and research of ecologically friendly public restrooms.

On July 3, 2018, the City issued a Competitive Request for Proposals (Specification No. 18-11224-C) for a professional consultant to perform a citywide approach to public restrooms. The City did not receive any proposals from potential vendors, which allowed staff to negotiate on the open market. Staff was able to solicit and obtain proposals from two firms, which were evaluated by a review panel. Hyphae Design Laboratory was determined to be better qualified to meet the City’s needs.

With this contract, Hyphae will perform a survey of existing restrooms that are available to the public throughout the city, perform a location analysis of existing restrooms and demand for restrooms, provide recommendations for potential new restroom locations, and engage the community by conducting meetings with various business associations, community organizations and the community. This will help determine how to meet the wide variety of public restroom needs in Berkeley. Hyphae will develop a master plan for

citywide restrooms, produce concept designs and cost estimates for ecologically sustainable restrooms.

Staff recommends Council approval of a contract with Hyphae Design Laboratory for professional consulting services for this project.

#### BACKGROUND

On June 27, 2017, Council approved a Citywide Restroom Needs Assessment project, which will be funded by Measure T1. Measure T1 is Berkeley's voter-passed \$100 million bond program intended to improve existing City Infrastructure and Facilities.

The City of Berkeley is in need of developing a citywide approach to public restrooms. The City will provide recommended locations and types of restrooms and develop conceptual layouts for existing and new public restrooms. The project will have a community-based approach to public process.

#### ENVIRONMENTAL SUSTAINABILITY

The Citywide Restroom Assessment involves researching ecologically friendly public restrooms options for conceptual design for new restrooms or upgrades to existing restrooms.

#### RATIONALE FOR RECOMMENDATION

Support public health goals by providing secure and sanitary restroom facilities for the public.

#### ALTERNATIVE ACTIONS CONSIDERED

None

#### CONTACT PERSON

Scott Ferris, Director, Parks, Recreation and Waterfront, 510-981-6700

Attachments:

1: Resolution

RESOLUTION NO. ##,###-N.S.

CONTRACT: HYPHAE DESIGN LABORATORY FOR PROFESSIONAL CONSULTANT SERVICES FOR CITYWIDE RESTROOM ASSESSMENT

WHEREAS, on June 27, 2017, Council approved a Citywide Restroom Needs Assessment project, which will be funded by Measure T1, a Berkeley voter-passed \$100 million bond program intended to improve existing City infrastructure and facilities; and

WHEREAS, on July 3, 2018, the City issued a Request for Proposals to provide professional consultant services to perform a citywide restroom assessment (Specification No. 18-11224-C); and

WHEREAS, the City did not receive response from any potential vendors, which allowed staff to negotiate on the open market. Staff contacted two firms and after conducting a selection process, Hyphae Design Laboratory was identified as the most qualified and best suited for this work according to the criteria contained in the RFP document; and

WHEREAS, this contract was funded in Measure T1 budget code 551-52-545-000-0000-000-461-612990PRWT119010.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the City Manager or her designee is authorized to execute a contract and any amendments with Hyphae Design Laboratory in the amount not to exceed \$148,215 for the period January 1, 2019 to July 31, 2020 for professional consultant services for the Citywide Restroom Assessment. A record signature copy of said agreements and any amendments to be on file in the office of the City Clerk.

