

**MONTEREY PENINSULA REGIONAL PARK DISTRICT
BOARD OF DIRECTORS MEETING**

DATE: November 01, 2023
TO: Board of Directors
FROM: Jackie Nelson, Environmental Education Supervisor
REVIEWED BY: Rafael Payan, General Manager
SUBJECT: Consideration of Request to Enter Purchase and Sale Agreement with Romtec for Garland Park Outdoor Classroom Structure through State of California Multiple Award Schedule (CMAS) Process

SUMMARY:

Staff respectfully requests the Board authorize the purchase of a prefabricated outdoor classroom structure to be located adjacent to the Garland Ranch Regional Park Visitor’s Center. The structure is fabricated by ROMTEC, Inc. ROMTEC submitted their proposal and fee (**ATTACHMENT 1**) under a contract through the California Multiple Award Schedule (CMAS) in the amount of \$49,910.67.

FISCAL IMPACT:

\$49,910.67

FUNDING SOURCE:

Community Facilities District – Facilities: 6830 - Garland Improvements

FUNDING BALANCE:

\$326,411 as of the writing of this report.

DISCUSSION:

In the FY 2023-24 Budget, the Board adopted the Garland Ranch Regional Park Visitor Center Outdoor Classroom capital project. This follows a previous Board action on June 07, 2023, regarding the Kasavan Architects agreement for design services and construction contract administration of the Garland Ranch Regional Park Outdoor Classroom Project. At that time, Kasavan Architects was approved to coordinate design services with a prefabrication vendor under a contract through the California Multiple Award Schedule (CMAS) for a Ramada/Outdoor Classroom structure.

The project will be located at Garland Ranch Regional Park and shall consist of an outdoor classroom structure. It will be sited adjacent to the existing Visitor Center and restrooms, in the native plant arboretum. Expansion of environmental education programs at this popular park requires a gathering location for program participants as they start or end their daily activities. The outdoor classroom will be an open-air ramada-like structure designed to accommodate up to 60 participants. It will be used as a venue for on-site educational programs, check-in hub, special events, and as a picnic/lunch area. In addition to being an outdoor environmental education classroom that will also

accommodate school groups and *Let's Go Outdoors!* programs, it will serve as an accessible facility all park users can enjoy.

The State of California established multiple award agreements in accordance with Public Contract Code Sections 10290 et seq. and 12101.5. ROMTEC offers products and/or services at prices based on an existing Federal General Services Administration (GSA) multiple award schedule. This schedule is referred to as the “base” contract. The California Multiple Award Schedule (CMAS) then awards a CMAS agreement which includes State of California contract terms and conditions and complies with the Procurement Code’s, policies, and guidelines. The CMAS Program establishes a totally independent California agreement for the same products and services at equal or lower prices.

All CMAS agreements comply with California Procurement Codes, guidelines, and policies. CMAS is available to state and local government agencies and as the District is a political subdivision of the state of California, therefore qualifies for CMAS participation. Without having to go to bid, MPRPD may request a copy of the CMAS contract from the contractor of choice, select the products and services to be ordered; and send the purchase order directly to the contractor.

MPRPD is requesting to purchase a prefabricated and pre-engineered outdoor classroom structure using the CMAS schedule from ROMTEC. The ROMTEC Model 3012 is a 36’ x 24’ structure, and including freight, is a total of \$49,910.67. The cost of the outdoor classroom structure does not include installation which will be performed under a separate Classroom Structure Construction Bid Package.

Approving the purchase order initiates the structure building design package to be submitted to the County for permit approval. Once approved by the County, ROMTEC anticipates delivery of the prefabricated structure to take place between June 10–24, 2024. Construction of the structure is estimated to take place June–August 2024.

Proposed Outdoor Classroom Project Schedule

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|---|---------------------------|
| Assessments: GeoTech, Environmental, Archaeological | In Progress |
| Board Approval ROMTEC Purchase | November 2023 |
| Board Approval & County Submittal | December 2023 |
| County Permit Approval & Notice to Proceed | April 2024 |
| General Contractor Bid Process | Board Approval April 2024 |
| General Contractor Selection | Board Approval May 2024 |
| Romtec Estimated Delivery | June 2024 |
| Construction & Close-out | June-August 2024 |

The District has utilized this cooperative purchasing process before with Project B's prefabricated restroom. Section II. C - *Cooperative Purchasing* of the District's Procurement Policy (Policy No. 3007- Public Contract Bidding, Vendor and Professional Consultant Selection, and Purchasing Policy) allows MPRPD to procure equipment and supplies through joint procurement contracts, such as those provided by CMAS. CMAS is a contract issued by the State of California Department of General Services.

NOTE: This specific CMAS Contract Number is 4-20-54-0011B, and the term date is August 26, 2020 through November 14, 2024.

RECOMMENDED ACTION:

Staff respectfully requests that the Board approve the attached CMAS Agreement (**ATTACHMENT 1**) substantially in the form attached.

ATTACHMENTS:

1. [ROMTEC, Inc. Preliminary Scope of Supply and Services, Structure Supply Only Quote](#)