

Agenda Report

TO: CITY COUNCIL

December 8, 2008

FROM: CITY MANAGER

SUBJECT: CONSIDERATION OF 3160 E. DEL MAR BOULEVARD AS THE SITE FOR A PILOT OUTPATIENT URGENT CARE FACILITY; AND AUTHORIZATION TO NEGOTIATE AND EXECUTE A CONTRACT WITH GKK WORKS FOR PROFESSIONAL SERVICES TO PREPARE ARCHITECTURAL AND ENGINEERING PLANS, BIDDING AND CONSTRUCTION MANAGEMENT FOR THE DESIGN AND CONSTRUCTION OF THE FACILITY AT THAT SITE

RECOMMENDATION:

It is recommended that the City Council authorize the City Manager to:

- 1) Move forward with the planning phase for a pilot urgent care facility at 3160 E. Del Mar Boulevard; and,
- 2) Enter into a contract with GKK Works for the preparation of the architectural design and contract documents in an amount not to exceed \$331,000 pursuant to Charter Section 1002 (f), contracts for professional or unique services.

BACKGROUND:

Urgent Care Site Selection

On September 8, 2008, City Council heard an information presentation regarding the site selection process for an urgent care center in east Pasadena. The report concluded that the city-owned property at 3160 E. Del Mar Boulevard was the most feasible location. After hearing objections from neighborhood residents, City Council asked staff to search for alternative sites requiring lease or purchase.

Staff subsequently worked with local real estate brokers to identify potential sites meeting the site selection criteria including: 1) lease or purchase cost; 2) a location in east Pasadena; 3) sufficient space of 8,000 to 10,000 square feet; 4) need for tenant improvements and build out; 5) willingness to convert office space for medical use; 6) willingness to allow after hours and weekend use; 7) access to public transportation; and, 8) available parking. Available sites with the greatest potential were evaluated, which included two locations on Altadena Drive, one on East Foothill Boulevard, one on Sierra Madre Boulevard, and three on East Colorado Boulevard.

Several sites were dismissed because of insufficient parking or poor access. However staff pursued cost estimates for two potential sites meeting all other site selection criteria. Each site was evaluated for a five-year term since that is the duration of the urgent care pilot program. At the end of five years, the pilot will either terminate if found to be unsuccessful or will consider a permanent location.

Total costs for the alternate sites for a five-year term are either equal to or greater than the costs for locating at the City-owned property on Del Mar. A significant distinction however is that the investment of City funds for improvements at the city-owned Del Mar site would be a permanent investment in city property, whereas the investment in the lease property would revert to the property owner at the end of the lease term. The property owners for the two alternate sites could potentially inherit between \$2.8 and \$3.1 million in city funded improvements after just five years.

In contrast, following departure of the urgent care center, the investment in the Del Mar site would continue to house City offices currently paying rent in non-city facilities. Staff estimates that of the \$3.1 million in tenant improvements required at the Del Mar building, between 75% and 90% would remain when the building was converted to city offices. The relocation of those offices into the Del Mar site would also reduce annual expenditures by eliminating lease payments.

At the Del Mar site the incremental cost for improvements associated with the urgent care center would be between \$250,000 and \$750,000. Annual operating costs for five years would be \$86,993. The total investment in the urgent care pilot at the Del Mar site would be \$336,993 to \$850,000, compared to the total five year cost at the other sites of \$4.1 million and \$5.6 million.

Traffic Impacts

Traffic impact of an urgent care use at the Del Mar site was also evaluated. Existing traffic volumes on Del Mar Blvd are much lower than street capacity. The expected capacity on this segment of Del Mar, with two lanes of traffic in each direction, is +/- 3000 vehicles per hour. Based on recent traffic volume counts conducted for the La Encinas Hospital Master Plan project, the afternoon peak-hour counts on Del Mar Blvd between Nido Avenue and Madre Street are about 1500 vehicles in both directions. Morning peak-hour counts are about 1100 vehicles in both directions.

According to standard traffic generation models, an urgent care use in a 10,000 sf space will generate approximately 200 trips per day. In comparison, the previous use as a day care facility generated approximately 800 daily trips.

It is important to note that an urgent care facility generally does not receive emergency vehicles. Urgent care centers provide a lower level of care than an emergency room and are not equipped to respond to emergency and/or trauma needs.

Project Description

The proposed project encompasses the renovation of an existing city-owned 10,092 square foot building, with tenant improvements to accommodate an Outpatient Urgent

Care Facility to be operated by the Huntington Medical Foundation (HMF) and the Community Health Alliance of Pasadena (CHAP). The building, vacated in 2005, previously served as a day-care center, and is currently utilized as a substation by the Pasadena Police Department.

Improvements associated with the project will include rehabilitation and tenant improvements including site and building code compliance upgrades for mechanical, electrical, plumbing, fire, life safety, and ADA access. Interior and exterior upgrades and foundation and roof improvements will be undertaken as part of the project, as well as site improvements to include minor grading, paving, landscaping and irrigation.

The city undertook an analysis at the site to determine the appropriateness of the existing building and its foundation for the reuse as an urgent care facility. This included excavation around the existing foundation and soil borings to map the soil conditions at the site. The study did not indicate any toxic conditions at the site.

The soil beneath the existing urgent care property is a combination of compacted soil along the east side and loose less compacted soil along the west side of the property. The existing structure which is constructed on pier foundations meets the structure stability required for the soil conditions found at this site, and because the existing footprint would accommodate, with modifications, the square footage requirements for the Urgent Care facility, a retrofit was determined to be much more affordable.

Interior amenities for the HMF Outpatient Urgent Care Facility will be comprised of a separate business/reception area, waiting room, exam rooms, doctor offices, triage room, nurse stations, x-ray room, lab, manager's office, staff and patient restrooms. The CHAP clinic will contain a separate business/reception area, waiting room, staff and patient restrooms, exam rooms, doctor's offices, nurse's station and lab, and a conference room.

The Outpatient Urgent Care Facility will be designed consistent with the Leadership in Energy and Environmental Design (LEED) green building standards.

Architectural/Engineering Selection Process:

The Request for Proposal (RFP) was undertaken to solicit services for architectural-engineering design, preparation of construction documents, and for construction administration for the project. The RFP document was requested by 28 firms. A mandatory site visit was conducted on July 17, 2008, which resulted in 13 firms qualifying to submit a project proposal. A total of five proposals were received and evaluated using the following criterion:

1. Qualifications based on professional and practical experience
2. Specific experience in the design and construction of medical facilities, such as hospitals, medical office buildings and related tenant improvements
3. Specific experience and knowledge of the USGBC LEED® sustainable building standards
4. Project implementation approach and ability to perform
5. Local Pasadena business enterprise

6. Small and mirco-business enterprise

Based on review of this criterion, the proposer team from GKK Works was awarded the highest score by the review panel. GKK Works is a local Pasadena firm.

It is recommended that GKK Works be awarded the architecture-engineering contract, for amount not to exceed \$331,000, for the design and construction management of the Outpatient Urgent office and warehouse facility, as they are the most experienced, responsive and responsible bidder. GKK Works has extensive experience in designing medical facilities and has worked with other governmental agencies on similar facilities.

The breakdown of the contract amount is as follows:

Architectural- Engineering Fees	\$301,000
Contingency	<u>\$ 30,000</u>
Total	\$331,000

ENVIRONMENTAL ANALYSIS:

The City is still in the planning phase of this project. The City will undertake the appropriate environmental review of the project pursuant to the California Environmental Quality Act as part of the entitlement process requirement for the project. A definite course of action regarding the final scope of work, design and construction will be determined after the conclusion of the environmental review process. The architect will not be authorized to proceed with development of contract documents until the environmental process is completed.

FISCAL IMPACT:

The proposed project is estimated to take approximately 12 months to complete subject to timely resolution of the projects entitlement and public input process. Sufficient funds are available in the "Urgent Care and Public safety Training Facility" Capital Improvement Program Budget account number 71906 for the planning and design contract with GKK Works.

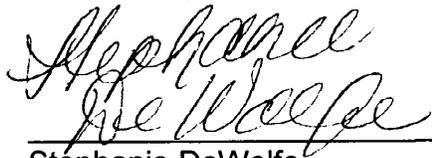
The full cost of building renovation is estimated at \$4.1 million. Funds are available in the Charter Capital Fund with an available balance of \$5.7 million. Staff will return to Council for appropriation for construction at the completion of the planning and design work.

Respectfully submitted,



MICHAEL J. BECK
City Manager

Prepared by:



Stephanie DeWolfe
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Concurrence:



Martin Pastucha, Director
Department of Public Works

Attachement A – Score Sheet for Proposer Teams for the Out patient Urgent Care Facility.

ATTACHMENT 'A' - OUTPATIENT URGENT CARE FACILITY - 3160 E. Del Mar. Bl. - Evaluation Summary Sheet

		EVALUATION CRITERIA						
		A	B	C	D	E	F	TOTAL POSSIBLE POINTS
		Qualification based on overall professional & practical experience	Specific experience in design & construction of medical facilities, such as hospitals, and medical office buildings, and related TI's	Specific experience and knowledge of USGBC Leadership in Energy & Environmental Design (LEED) sustainable standards	Project Implementation Approach & Ability to Perform	Local Pasadena Business	Small & micro-business	
		25	30	25	10	5	5	100
		SCORE IN POINTS						TOTAL
RANK	FIRM NAME							
1	GKK WORKS Architecture & Construction Services 155 South Fair Oaks Avenue 2nd Flr Pasadena, CA 91105	22	27	21	10	5	0	85
2	THE NEIMAN GROUP Architecture, Interior Design, Planning 2930 Westwood Boulevard, Suite 100 Los Angeles, CA 90064	20	25	18	9	0	5	77
3	ONYX Architects 16 N. Marengo Ave, #700 Pasadena, CA 91101	19	20	17	6	5	5	72
4	PETER TOLKIN PROJECTS 41 West Bellevue Drive Pasadena, CA 91105	15	17	14	9	5	5	65
5	THE ALBERT GROUP Architects 3635 Hayden Avenue Culver City, CA 90232	15	16	17	9	0	5	62