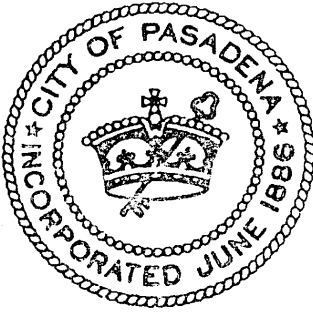


Attachment 1

September 16, 2013 City Council Agenda Report



Agenda Report

September 16, 2013

TO: Honorable Mayor and City Council

FROM: Department of Public Works

SUBJECT: AUTHORIZATION TO ENTER INTO CONTRACT WITH GONZALEZ GOODALE ARCHITECTS FOR PROFESSIONAL SERVICES FOR DESIGN OF ROBINSON PARK RECREATION CENTER RENOVATION IN AN AMOUNT NOT TO EXCEED \$754,000

RECOMMENDATION:

It is recommended that the City Council:

1. Find that on October 28, 2002, the City Council approved the Robinson Park Master Plan and the Initial Study and Negative Declaration (ND) prepared for the Master Plan, that the scope of project construction has been reduced from that studied in the ND, but such changes do not constitute changed circumstances or new information which would trigger further environmental review pursuant to the California Environmental Quality Act (CEQA); and
2. Authorize the City Manager to enter into a contract, without competitive bidding pursuant to City Charter Section 1002(F) contracts for professional or unique services, with Gonzalez Goodale Architects for architectural and engineering services for the Robinson Park Recreation Center Renovation Project in an amount not to exceed \$754,000.

BACKGROUND:

In 2002, the City Council adopted the Robinson Park Master Plan. The Master Plan development project encompassed the then 7-acre park site plus a 2½-acre parcel located directly south of the park occupied at the time by a vacant industrial building owned by the City. The Master Plan envisioned the demolition of the building, expansion and improvement of the park, and the replacement of the existing recreation center (a former mortuary) with a new facility twice its size. The development of the Master Plan was guided by a steering committee comprised of representatives of various City commissions and community members, supported by staff from various departments.

For budgetary reasons, implementation of the Master Plan was divided into two phases. Phase I consisted of demolition of the industrial building and expansion of the park to 9½ acres, improvement of the site with new football/soccer and baseball fields, installation of synthetic turf, construction of restroom, concession stand and storage facilities, new sports field lighting, site amenities and a parking lot. Phase I was completed in early 2010 at a cost of approximately \$5 million.

Phase II of the project, renovation of the existing recreation center, has a budget of \$8.3 million. To date, the City has appropriated \$7.3 million to the project, consisting of \$1 million from the General Fund, \$300,000 of Community Development Block Grant (CDBG) funding, and a \$6 million Section 108 loan from the Federal Department of Housing and Urban Development (HUD) (the application for which was approved by the City Council on May 9, 2011). While \$1 million currently remains unfunded, it is anticipated that funds will be identified over the course of the next few fiscal years, and staff recommends proceeding with the architectural and design portion of the project.

The original Master Plan called for the demolition of the approximately 19,000 square foot recreation center, and construction of an approximately 38,000 square foot new facility. However, based on the concept floor plan and estimate completed as part of the Phase II community engagement and HUD loan application process, the proposal is to renovate and expand the facility to approximately 30,000 square feet with a designation of LEED® Silver.

To facilitate public outreach and to keep the community involved in the project, staff recently reconstituted the steering committee as the Robinson Park Recreation Center Renovation Project Steering Committee. The Committee includes representatives from the Northwest Commission, Recreation and Parks Commission, Human Services Commission, and Planning Commission, as well as a number of community members. The Committee has met several times and has scheduled regular meeting dates through October 2014. The meetings are open to the public and are advertised in the *Pasadena Journal*. Staff has also established a project website http://www.cityofpasadena.net/PublicWorks/Robinson_Park_Recreation_Center_Renovation/ and hosted a community barbeque on August 8, 2013 to inform park users about the project.

In spring 2013, the Department of Public Works developed a request for proposals (RFP) to solicit architectural and engineering services for the project. The RFP was posted on the City's website on May 7, 2013, and notifications were sent to vendors who had previously registered with the City as providing the requested services. A pre-proposal meeting was held on May 22 with a total of 76 attendees representing architects and potential sub-consultants.

In response to comments received during and immediately after the pre-proposal meeting, an addendum to the RFP was issued which relaxed the experience qualifications necessary to be considered responsive to the request. Originally, the RFP required proposers to provide evidence that they had been the architect of record for at least two recreation center projects. The revised criteria expanded the criteria to include experience

as the project manager, project architect, and principal or job captain for projects ranging from community centers, gymnasiums, senior centers or similar public projects with substantial recreational use. By revising the criteria in this manner, staff sought to increase the participation of local firms without compromising on the experience needed to successfully design and deliver the project.

The City received 17 proposals in response to the RFP. Six were submitted by Pasadena firms, while the remaining 11 proposals included Pasadena firms as sub-consultants.

The 17 proposals were evaluated based on the criteria set forth in the RFP by a staff panel with representatives from the Departments of Public Works, Human Services and Recreation and the City Manager's Office - Northwest Programs Division. The following is a list of proposers and Attachment A contains the proposal scoring by evaluation criteria.

Firm	City	
Gonzalez Goodale Architects	Pasadena	Short-listed
Osborn Architects	Glendale	
WLC Architects, Inc.	Rancho Cucamonga	
DLR Group	Pasadena	
Albert Group Architects	Los Angeles	Other Proposers
GKKworks	Pasadena	
Gruen Associates	Los Angeles	
Harley Ellis Devereaux	Los Angeles	
John Friedman Alice Kimm Architects	Los Angeles	
MVE Institutional	Santa Ana	
Masbuild ACE, Inc.	Pasadena	
ONYX Architects, Inc.	Pasadena	
PBWS Architects	Pasadena	
RL Binder Architects, LLP	Playa Del Rey	
Studio Pali Fekete Architects	Culver City	
TKE Planning, Inc.	Riverside	
TR Design Group	Riverside	

The top four firms, which included two local firms, were invited to an interview with a panel comprised of four City staff and two Steering Committee members. Only one Steering Committee member was able to attend the actual interviews. On August 13, 2013, staff reviewed the results of the proposals and interviews with the Steering Committee and members of the public. Based on qualifications and finalist presentations, Gonzalez Goodale Architects, a Pasadena-based firm, was the top-rated proposer and therefore recommended for award of the architectural and design services contract. Attachment B contains a summary of the evaluation criteria for the interviews and scoring.

Gonzalez Goodale Architects has extensive experience in the design and construction of recreation centers as well as managing community engagement, which is a key element of this project. Furthermore, Gonzalez Goodale Architects has made a written commitment to

recruit and engage member(s) of the community to augment its project team. Possible areas of local hire include an intern or an additional community-based professional consultant to be involved in the project. This opportunity could provide valuable exposure and professional development experience.

As proposed, the total compensation to Gonzalez Goodale Architects under this contract shall not exceed \$754,000 and includes the following scope of work:

- Schematic design services;
- Design development services;
- Extensive community outreach including 13 Robinson Park Recreation Center Renovation Steering Committee meetings, nine community meetings, 14 commission and entitlement presentations, use of traditional mailers, flyers, social media and the City's Robinson Park Recreation Center Renovation website;
- Construction document services;
- Bidding services; and
- Construction administration services.

It is anticipated that community outreach, environmental review, design, entitlements and bidding of the actual construction will be completed in early 2016, with construction completed in spring of 2017.

The proposed contract will be set up as follows:

Base Architectural and Engineering Fees	\$	718,000
Contingency Allowance (5%)	\$	36,000
Contract "Not to Exceed" Amount	\$	<u>754,000</u>

COUNCIL POLICY CONSIDERATION:

This project supports the City Council's goals to improve, maintain and enhance public facilities and infrastructure. It also supports the Public Facilities and Land Use Elements of the General Plan.

ENVIRONMENTAL ANALYSIS:

On October 28, 2002, the City Council approved the Robinson Park Master Plan and the Initial Study and Negative Declaration (ND) prepared for the Master Plan. Public comment was received on the Initial Study during October of 2002. The proposed contract with Gonzalez Goodale Architects continues the implementation of the already-approved project analyzed in the ND. While the project has been modified from that approved by Council, the revisions reduce the scope of the construction and reduce the overall impacts of the project. The contract proposed herein is for consultant services only. Commensurate with the design phase, staff will conduct additional CEQA review if required, prior to award of construction contracts and dependent on whether the final designs constitute changed

circumstances or new information such that further environmental review would be required under CEQA.

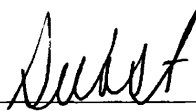
FISCAL IMPACT:

The cost of this contract is \$718,000 and the total cost of this action will be \$754,000. Funding for this action will be addressed by the utilization of existing budgeted appropriations in the Robinson Park – Implement Master Plan Phase II CIP project (budget account 78043) which has a current balance of \$7,169,000.

The following table represents a contract summary.

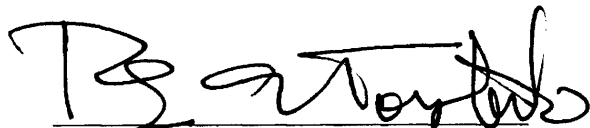
Base Fee	\$	718,000
Contingency	\$	36,000
Total Fiscal Impact	\$	754,000

Respectfully submitted,



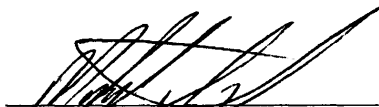
SIOBHAN FOSTER
Director of Public Works

Prepared by:



Dale Torstenbo
Management Analyst IV

Approved by:



MICHAEL J. BECK
City Manager

Attachments:

Attachment A – Robinson Park RFP – Proposals – Total Score by Evaluation Criteria

Attachment B – Robinson Park RFP - Interview Evaluation Criteria and Consultant Ranking

Attachment A
Robinson Park RFP - Proposals - Total Score by Evaluation Criteria

Short-listed

Other Proposers

No.	Proposal Evaluation Criteria	Max Score	Total Score by Criteria																
			GGA	OSBORN	WLC	DLR Group	Albert Group	Friedman-Kimm Arch	GKK	Gruen Assoc	Harley Ellis	Masbuild	MVEI	QINX	PBWS	RL	SPE	TKE	TR
1	Qualification based on overall professional and practical experience	70	67	60	66	63	56	47	54	47	50	50	47	60	48	52	48	51	49
2	Specific experience in design and construction of community centers	245	232	223.5	238	223	198	154	219.5	193.5	186	140	190	199	204.5	213	165	178.5	176.5
3	Specific experience of firm and key personnel in community engagement processes	35	35	34	31	31	18.5	8	34	23	27	26	13	30	31	17	18	33	19
4	Project implementation/approach including ability to perform, ability to complete on time and within budget	175	148	147	160	143.5	102	103	138	108	115	112	98.5	134	120	113.2	100	130.5	109
5	Proposed schedule for performance of Scope of Services	70	69	69	68	64	37	59.5	69	59	69	62	52.5	69	68	67.5	61	69	70
6	Local Pasadena Business	35	35	35	35	35	9.8	13.65	35	7	5.18	35	11.725	35	35	1.61	6.3	13.5	8.931
7	Small & Micro Business	35	35	35	35	35	35	35	8.925	8.75	2.375	35	12.25	35	35	4.27	35	1.5	35
8	HUB Section 3 Business	35	0	35	0	0	0	0	0	0	0	35	0	0	0	0	0	0	0
Total Scores Overall			621	617.29	594.15	567.2	456.3	420.15	558.425	446.25	454.555	495	424.975	562	541.5	468.58	433.3	477	467.431

Attachment B
Robinson Park RFP - Interview Evaluation Criteria and Consultant Ranking

Table 1 - Interview Evaluation Criteria

Item	Max Score
1. How well did Proposer address the Project Goals per Section 6 of the RFP?	
1a. Completion of design and construction on-time or ahead of schedule thus minimizing impacts to the public	10
1b. Achievement of high quality standards for design and construction which meet the programming requirements of the conceptual plan and the intended uses	10
1c. Establishment and maintenance of good relationships with stakeholders through a community engagement process that emphasizes communication, open dialogue and cooperative decision making	10
1d. Completion of the Project within the City's budget	10
1e. To secure the services of the most qualified and experienced firm	10
2. How well did Proposer address the written discussion points per Section 12.C of the RFP?	
2a. Proposer shall clearly describe its understanding of the technical issues and the scope of work to be addressed in the design and construction of the Project and explain the firm's proposed technical approach to develop and execute appropriate and efficient solutions	12.5
2b. Proposer shall clearly describe its design approach and address how it will enhance the Project's long-term performance, durability, maintainability and sensitivity to aesthetics and neighborhood context	12.5
2c. Proposer shall clearly describe its Project approach, Project implementation, and community engagement strategies and discuss how they will impact project success	12.5
2d. Proposer shall clearly describe its understanding of the Project's key issues and how it has introduced innovation, approaches, structures, and procedures that the Proposer will employ to ensure successful attainment of the Project goals	12.5
Total	100

Table 2 - Interview Scoring

Rater	DLR Group	Gonzalez Goodale Architects	Osborn Architects	WLC Architects
1	67	88	72	93
2	79	88	83	85
3	78.5	87.5	81.5	79
4	53	88	64	58
5	80	89	83	83
Total	357.5	440.5	383.5	398

Table 3 - Final Ranking (includes proposal scoring)

Firm	Final Proposal Score	Final Interview Score	Total
Gonzalez Goodale Architects	621	440.5	1061.5
Osborn Architects	617.2	383.5	1000.7
WLC Architects	594.15	398	992.15
DLR Group	567.2	357.5	924.7



13 SEP 12 04:35PM

CITY CLERK

September 12, 2013

Mayor Bill Bogaard and Pasadena City Council
100 North Garfield Avenue
Pasadena, CA
VIA EMAIL

RE: Support for Gonzalez Goodale Architects contract award

Dear Mayor Bogaard and City Council members,

The Pasadena Chamber of Commerce strongly endorses the award of a contract for work at Robinson Park to the team headed by Gonzalez Goodale Architects.

Gonzales Goodale is a longstanding Pasadena firm. The company has a very strong track record of accomplishment in the public and private sectors. Their team includes other Pasadena firms, including TTG, another very accomplished company headquartered here.

We are confident Gonzalez Goodale will deliver a top quality project for the City of Pasadena and the constituents of Robinson Park.

The Pasadena Chamber of Commerce encourages the City Council to approve the contract with Gonzalez Goodale Architects.

Thank you,



Paul Little
President and Chief Executive Officer
Pasadena Chamber of Commerce

CC: M. Jomsky, M. Beck,

Attachment 2

Robinson Park Recreation Center Renovation Chronology

Robinson Park Recreation Center Renovation Project Chronology

March 11, 2011	– Meeting of Robinson Park Master Plan Oversight Committee
March 26, 2011	– Community meeting to provide an update on funding for Phase II & project overview
May 9, 2011	– City Council approved request to submit an application to HUD for project funding
January 27 - February 5, 2013	– Greg Mosley, Chair of Robinson Park Phase I Steering Committee reached out to Robinson Park Phase I Steering Committee members to gauge members' interest in participating in Phase II
February 20, 2013	<ul style="list-style-type: none"> – First meeting of Steering Committee; 3 Committee members (Michelle Richardson-Bailey, Joan Chin & Rose Robinson) & staff attended – PW staff provided overview of RFP process including review of draft scope of services from RFP document, project schedule, Section 108 loan & future timelines
March 1, 2013	– City Manager staff met with Steering Committee members Ann Hickambottom, Greg Mosley & James Smith to provide update on Robinson Park RFP process since they were unable to attend February 20 Steering Committee meeting
Early April, 2013	– Greg Mosley resigned from Steering Committee
April 8, 2013	– Northwest Commission began providing information on the outcome of Steering Committee meetings at their regular meetings
May 7, 2013	<ul style="list-style-type: none"> – RFP advertised – PW staff provided project overview at joint Human Services & Recreation & Parks Commission R&P Commission meeting
May 21, 2013	– Project web page goes live
May 22, 2013	<ul style="list-style-type: none"> – RFP pre-proposal conference at Robinson Park <ul style="list-style-type: none"> o 76 attendees
May 30, 2013	<ul style="list-style-type: none"> – PW staff issues RFP Addendum No. 1 to proposers via e-mail; adjustments include: <ul style="list-style-type: none"> o Submission deadline extended from June 7 to June 13, 2013 o Broadened Section 11.A - Summary of Mandatory Requirements to include "Architect must have successfully completed at least two (2) public projects of comparable complexity, including recreation centers, community centers, gymnasiums, senior centers or similar projects with a substantial recreational use of a minimum 10,000 SF each, in California within the last 8 years"

Robinson Park Recreation Center Renovation Project Chronology

June 4, 2013	<ul style="list-style-type: none"> - City Manager & PW staff met with Councilmember Kennedy & Field Representatives Cruz & West to discuss Robinson Park project; discussion topics included: <ul style="list-style-type: none"> o Steering Committee composition o Next meeting of Steering Committee o Holding meetings at JRC o Local hire o Composition of RFP evaluation committee o Components of RFP Addendums o RFP evaluation criteria o Attendance at pre-proposers conference
June 7, 2013	<ul style="list-style-type: none"> - PW staff issues RFP Addendum No. 2 to proposers via e-mail
June 10, 2013	<ul style="list-style-type: none"> - Joan Chin resigned from Steering Committee
June 11, 2013	<ul style="list-style-type: none"> - Patricia Keane from Recreation & Parks Commission joined Steering Committee
June 13, 2013	<ul style="list-style-type: none"> - RFP submission deadline
June 25, 2013	<ul style="list-style-type: none"> - Second meeting of Steering Committee; 8 Committee members (Danny Parker, James Smith, Patricia Keane, Michelle Richardson-Bailey, Craig Washington, Kathy Woods, Ann Hickambottom & Rose Robinson) & staff attended - Danny Parker attended first Steering Committee meeting - Agenda: establishment of regular meeting date/time, adoption of a mission statement, update on RFP process including status of RFP process, impact of Addenda on RFP requirements, project schedule, proposer listing, as well as invitation to July 3 tour of facilities in other communities
July 3, 2013	<ul style="list-style-type: none"> - Tours of comparable recreational facilities; 3 Committee members & PW/HS&R staff attended <ul style="list-style-type: none"> o Goldy S. Lewis Community Center in Central Park, Rancho Cucamonga o Fontana Senior Center, Fontana o Jessie Turner Health & Fitness Center, Fontana
July 16, 2013	<ul style="list-style-type: none"> - Final proposal review & short list established by 7-member selection committee <ul style="list-style-type: none"> o Steve Wright, Assistant City Engineer o Loren Pluth, Landscape Architect o Dale Torstenbo, Project Manager o Lola Osborne, Northwest Manager o Kenny James, Recreation Supervisor o Rozanne Adanto, Community Services Supervisor o Darrell Walker, Recreation Supervisor
July 18, 2013	<ul style="list-style-type: none"> - Advertisement with upcoming Steering Committee meeting schedule posted in <i>Pasadena Journal</i> newspaper

Robinson Park Recreation Center Renovation Project Chronology

July 23, 2013	<ul style="list-style-type: none"> - Third meeting of Steering Committee; 5 Committee members (Ann Hickambottom, James Smith, Danny Parker, Kathy Woods & Michelle Richardson-Bailey) & staff attended - Hilda Delgado joined Steering Committee - Agenda: selection of Committee Chair (Danny Parker) & Vice-Chair (Michelle Richardson-Bailey), selection of 2 Committee members (Michelle Richardson-Bailey & James Smith) for RFP shortlist interview panel, as well as status of RFP process including provision of information regarding evaluation criteria, shortlisted proposers & schedule
July 30, 2013	<ul style="list-style-type: none"> - Interviews with the shortlist consultants by 5-member interview panel (note: James Smith, Steering Committee member did not attend & did not advise of his absence) <ul style="list-style-type: none"> o Michelle Richardson-Bailey, Steering Committee member o Steve Wright, Assistant City Engineer o Dale Torstenbo, Project Manager o Lola Osborne, Northwest Manager o Kenny James, Recreation Supervisor - Shortlist consultants <ul style="list-style-type: none"> o Goodale and Gonzalez, Pasadena o Osborn Architects, Glendale o WLC Architects, Rancho Cucamonga o DLR Group, Pasadena
August 6, 2013	<ul style="list-style-type: none"> - Danny Donabedian from Recreation & Parks Commission joins Steering Committee
August 8, 2013	<ul style="list-style-type: none"> - Community barbeque at Robinson Park to solicit feedback from direct park users <ul style="list-style-type: none"> o 60 community members attended o 500 flyers distributed in adjacent neighborhood to the park - Program: overview of project, project schedule & City's local hire/local subcontracting program
August 13, 2013	<ul style="list-style-type: none"> - Fourth meeting of Steering Committee; 6 Committee members (Kathy Woods, Craig Washington, Ann Hickambottom, Danny Parker, Hilda Degado & Michelle Richardson-Bailey) & staff attended - Agenda: results of interviews for Architectural/Engineering team, introduction of principal & project manager from Gonzalez Goodale Architects & discussion of proposal & interview evaluation criteria, proposal & final scoring, & project schedule
August 14, 2013	<ul style="list-style-type: none"> - Comment section goes live on project web page
August 27, 2013	<ul style="list-style-type: none"> - Steering Committee Meeting cancelled due to special meeting held on August 13

Robinson Park Recreation Center Renovation Project Chronology

September 16, 2013	<ul style="list-style-type: none"> - City Council consideration of contract award to Gonzalez Goodale Architects for project architectural/engineering services
September 24, 2013	<ul style="list-style-type: none"> - Fifth meeting of Steering Committee; 8 Committee members (Ann Hickambottom, Craig L. Washington, James Smith, Kathy Woods, Michelle Richardson-Bailey, Danny Parker, Hilda Delgado & Lisa Jeffery) & staff attended - Agenda: determine next steps regarding architectural selection process - Committee agreed to provide individual comments regarding next steps for architectural selection process by October 3, 2013
October 22, 2013	<ul style="list-style-type: none"> - Sixth meeting of Steering Committee; 9 Committee members (Danny Parker, Michelle Richardson-Bailey, Donabed Donabedian, Ann Hickambottom, Lisa Jeffrey, Rose Robinson, James Smith, Craig Washington & Kathy Woods) & staff attended - Agenda: determine next steps regarding architectural selection process - Committee/staff agreed to following schedule for revisions to the selection process: <ul style="list-style-type: none"> o Committee will provide individual comments or suggested language changes for the RFP by October 24, 2013 o Staff will send draft of RFP with new language to Steering Committee for comments on October 28, 2013 o Committee will submit all comments on RFP to staff by 6PM on October 30, 2013 o PW staff will prepare agenda report for City Council consideration on November 4, 2013

Updated: October 30, 2013 at 1:30 p.m.