

# Agenda Report

March 3, 2014

**TO:** Honorable Mayor and City Council

**FROM:** Department of Public Works

**SUBJECT: AUTHORIZATION TO ENTER INTO CONTRACT WITH GKKworks FOR PROFESSIONAL SERVICES FOR DESIGN OF ROBINSON PARK RECREATION CENTER RENOVATION IN AN AMOUNT NOT TO EXCEED \$802,000**

## **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 GKKworks for architectural and engineering services for the Robinson Park Recreation Center Renovation Project in an amount not to exceed \$802,000.

## **ADVISORY COMMISSION REVIEW:**

The project was presented to the Human Services, and Recreation and Parks Commissions at a Special Joint Meeting on May 7, 2013 as an informational item.

## **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 2 ½-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 9 ½ acres, improvement of the site with new football/soccer and baseball fields, installation of synthetic turf, construction of new restrooms, 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, which will be increased to \$9.3 million in the FY 2015 CIP Budget to cover the costs of Furniture, Fixtures and Equipment (FFE). To date, the City has appropriated \$7.6 million to the project, consisting of \$1 million from the General Fund, \$662,000 of Community Development Block Grant funding, and a \$6 million Section 108 loan from the Federal Department of Housing and Urban Development (HUD). Though \$1.7 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. Construction will not begin until full funding has been secured.

While 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, HUD guidelines restrict the use of the Section 108 loan to a substantial renovation. Consequently, the proposal is to renovate and expand the facility to 30,000 square feet with a designation of LEED® Silver.

On September 16, 2013, the Department of Public Works requested the City Council 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. The City Council did not approve the recommendation.

The City Council discussion on September 16, 2013 focused on whether the RFP selection process should be modified to include greater community participation. As a next step, City staff sought input from the Robinson Park Recreation Center Renovation Project Steering Committee (Steering Committee) and the public at the September 24, 2013 Steering Committee meeting. Following discussion and public input, the Steering Committee provided input and City staff modified the RFP for review by the Steering Committee at its October 22, 2013 meeting. Based on discussions at the Steering Committee meeting, City staff and the Steering Committee members made final

adjustments to the RFP and presented the revised RFP to City Council for consideration on November 4, 2013.

On November 4, 2013, the City Council considered the recommendation to concur with City staff on the revised selection process for professional design services as recommended by the Steering Committee. By order of the Mayor and consensus of the City Council, the item was continued to a future City Council meeting when all Councilmembers will be present. The City Council approved the revised selection process on November 25, 2013.

On November 26, 2013, the City issued the revised RFP, which included substantial input from the Steering Committee and public to the 17 firms that submitted proposals for the Robinson Park Recreation Center Renovation on June 13, 2013. The RFP was also posted on the City's website and the Robinson Park Recreation Center Renovation project webpage. The City held a mandatory pre-proposal meeting on December 9, 2013. Twenty-seven attendees representing architects and potential sub-consultants participated in the meeting. Proposers had the option to modify their original proposals, including substituting sub-consultants and/or augmenting teams. Attachment A contains the revised RFP.

On January 7, 2014, the City received eight proposals in response to the RFP. Three were submitted by Pasadena firms, while the remaining five proposals included Pasadena firms as sub-consultants. The eight proposals were evaluated on January 9 and January 13 by a six-member Selection Committee as specified in the RFP, consisting of staff representatives from the Departments of Public Works and Human Services and Recreation and the City Manager's Office – Northwest Programs Division and three members of the Steering Committee.

The following is the list of proposers:

Firm	City	
GKKworks	Pasadena	Short-listed
Masbuild AEC/ONYX Architects	Pasadena	
Osborn Architects	Glendale	
WLC Architects, Inc.	Rancho Cucamonga	
Albert Group	Los Angeles	Others
John Friedman Alice Kimm Architects	Los Angeles	
PBWS Architects	Pasadena	
TR Design Group	Riverside	

The top four firms, which included two Pasadena firms, were invited to interview on January 21, 2014 with the Selection Committee. Based on qualifications and finalist presentations, GKKworks, a Pasadena-based firm, is the top-rated proposer and therefore recommended for award of the architectural and design services contract. Attachments B, C and D contain a summary of the proposal, interview and final scoring.

GKKworks has extensive experience in the design and construction of recreation centers as well as managing community engagement, which are key elements of this project.

As proposed, the total compensation to GKKworks under this contract shall not exceed \$802,000 and includes the following scope of work:

- Schematic design services;
- Design development services;
- Extensive community engagement and outreach, led by a Pasadena-based sub-consultant, including 13 Robinson Park Recreation Center Steering Committee meetings, nine community meetings, 14 commission and entitlement presentations, two local Sub-contracting and Local Hiring community meetings, charrettes, use of online surveys, 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 design, entitlements and bidding of the actual construction will be completed in fall of 2016, with construction beginning in the winter of 2016 and completed in spring of 2018.

The proposed contract will be set up as followed:

Base Architectural and Engineering Fees	\$	762,765
Contingency Allowance	\$	39,235
Contract "Not to Exceed" Amount	\$	802,000

**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 2002. The proposed contract with GKKworks continues the implementation of the already-approved project analyzed in the ND. 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).

**FISCAL IMPACT:**

The cost of this contract is \$762,765 and the total cost of this action will be \$802,000. 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 \$7,144,000. The project budget is currently estimated at \$9.3 million of which \$1.7 million of the total estimated cost remains unfunded. This unfunded amount is comprised of \$1 million for furniture, fixtures and equipment (FF&E) and \$700,000 in construction costs. This funding needs to be identified and appropriated prior to the award of the construction contract. These numbers will be updated once the uses are established and the design is complete. It is too early in the process to provide a valid estimate on the full project cost, which can fluctuate depending on the final design and recreational uses requested by the community and approved by the City Council.

The following table represents a contract summary:

Base Architectural and Engineering Fees	\$ 762,765
Contingency Allowance	\$ 39,235
<b>Total Fiscal Impact</b>	<b>\$ 802,000</b>

Respectfully submitted,



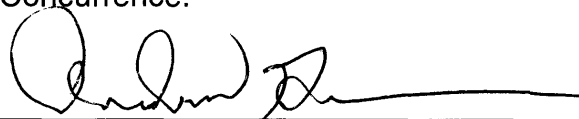
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SIOBHAN FOSTER  
Director of Public Works

Prepared by:



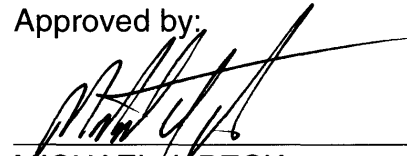
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DALE TORSTENBO  
Management Analyst IV

Concurrence:



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ANDREW GREEN  
Director of Finance

Approved by:



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MICHAEL J. BECK  
City Manager

- Attachment A – Robinson Park Revised RFP
- Attachment B – Consultant Proposal Scoring
- Attachment C – Consultant Interview Scoring
- Attachment D – Consultant Final Ranking
- Attachment E – City Council Agenda Report- November 25, 2013

**DISCLOSURE PURSUANT TO THE  
CITY OF PASADENA TAXPAYER PROTECTION AMENDMENT OF 2000  
PASADENA CITY CHARTER, ARTICLE XVII**

Architect hereby discloses its trustees, directors, partners, officers, and those with more than a 10% equity, participation, or revenue interest in Architect, as follows:

1. Architect Name: gkkworks		
2. Type of Entity:		
<input checked="" type="checkbox"/> Non-government <input type="checkbox"/> Non-profit 501(c) (3), (4), or (6)		
3. Names of trustees, directors, partners, officers of Architect:		
Praful Kulkarni, AIA: President+CEO		
David Hunt, AIA, Senior Vice President		
Charlie Merrick, LEED AP: Senior Vice President		
Frank Agardy, PE: Former President, URS Corp.		
Admiral Benjamin Montoya, Former Chief of NAVFAC		
4. Name of those with more than a 10% equity, participation or revenue interest in Architect:		
Praful Kulkarni, AIA		
David Hunt, AIA		

Prepared by: Javan Nabili, AIA

Title: Principal

Phone: (626) 666-6906

Date: 1/7/14