

Agenda Report

TO: CITY COUNCIL

April 6, 2009

FROM: CITY MANAGER

SUBJECT: AUTHORIZATION TO ENTER INTO A CONTRACT WITH PETER TOLKIN ARCHITECTURE FOR PROFESSIONAL SERVICES FOR THE DESIGN AND CONSTRUCTION OF PROPOSED PARK IMPROVEMENTS AT CENTRAL AND MEMORIAL PARKS IN AN AMOUNT NOT TO EXCEED \$162,800

RECOMMENDATION:

It is recommended that the City Council:

- 1) Find that the projects were subject to adequate environmental review in the negative declarations adopted by the City Council for the Central Park Master Plan on July 16, 2007, and the Amended Memorial Park Master Plan on April 12, 1999, and that there are no changed circumstances or new information which would require further environmental review; and
- 2) Authorize the City Manager to enter into a contract with Peter Tolkin Architecture for professional services for design of the following improvements, in an amount not exceed \$162,800.00, as provided for in the adopted Central and Memorial Park Master Plans: proposed restroom buildings in Central and Memorial Parks, leading to a standardized design for future restrooms; and exterior rehabilitation of the El Centro de Accion building and Lawn Bowlers Club House pursuant to Charter Section 1002 (f), contracts for professional or unique services.

BACKGROUND:

The proposed contract will provide for the design and construction of remaining building improvements as approved in the Central Park and Memorial Park Master Plans. The Central Park Master Plan, adopted by the City Council in July of 2007, included the following buildings: a new restroom, exterior renovation of the El Centro de Accion building, and exterior renovation of the Lawn Bowlers Club House. One of the Master

Plan goals is to “maintain and enhance the historic character of the park”, the main thrust of Central Park’s scope of work is to provide a new restroom building design in keeping with it’s historic character and detail required restoration that will preserve the park’s existing historic buildings. Additional improvements not included in this project scope, as prioritized by the City Council, included replacement of walkways and lighting, a renovated playground area, decorative steel fencing, park amenities and new plantings. Design of the Master Plan is consistent with the goals and objectives arrived at through extensive community participation and input from the Central Park Task Force.

The Memorial Park Master Plan, originally adopted by the City Council in June of 1995 and amended in April of 1999 to include decorative steel fencing at the northern boundary of the Senior Center, included a new restroom building; renovated band shell and seating area; new walkways and lighting, decorative steel fencing and renovated exercise stations. All the aforementioned improvements were completed with the exception of the restroom building. The Master Plan goals include making the park memorable, dramatizing its natural features and making the park accessible. Although the existing restroom is accessible, it is deteriorated, suffers on-going maintenance problems and is in need of replacement. The new restroom will provide increased, vandal-resistant facilities and improved accessibility.

The Request for Proposal (RFP) to solicit architectural services for design and construction was issued on October 23, 2008. A mandatory site visit was conducted on October 30, 2008, which resulted in 23 firms qualifying to submit a project proposal. A total of 11 proposals were received and evaluated by a review panel (Attachment “A”).

A summary of the evaluation criteria is noted below. Based on review of this criterion, Peter Tolkin Architecture was awarded the highest score. It is recommended that Peter Tolkin Architecture be awarded the contract. The firm has extensive experience in designing similar park improvements.

Evaluation Criteria:

- A. Qualification based on overall professional and practical experience;
- B. Experience in design and construction of comparable projects;
- C. Ability to perform/timeline;
- D. Local Pasadena business;
- E. Small and micro-business.

The breakdown of the contract amount is as follows:

Memorial Park	
Architectural/Engineering Fees:	
Restroom Building	\$ 63,000
Contingency (10%)	<u>\$ 6,300</u>
Total Memorial Park	\$ 69,300

Central Park

Architectural/Engineering Fees:

Restroom Building	\$ 20,000
Exterior Renovation-El Centro De Accion	\$ 30,000
Exterior Renovation-Lawn Bowlers Clubhouse	\$ 35,000
Contingency (10%)	<u>\$ 8,500</u>
Total Central Park	\$ 93,500

Contract Total \$ 162,800

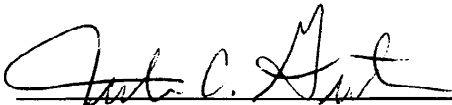
The above professional services fee reflects the level of effort required to prepare drawings and specifications for compliance with Central Park’s historic designation as a contributing property to the Old Pasadena Historic District.

The proposed design and construction of the Memorial Park restroom will begin in FY 2009 per the adopted Capital Improvement Program and is estimated to take approximately seven months from the time the contract is awarded. The proposed project design for Central Park is to be completed in FY 2009 per the adopted Capital Improvement Program. It is estimated to take approximately seven months to complete design and construction from the time the contract is awarded.

FISCAL IMPACT:

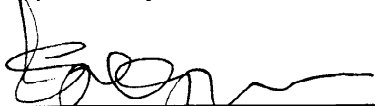
Sufficient Residential Impact Fee funds are available in Capital Improvement Program budget account numbers 78038, Restroom Buildings (Replace or Construct) – Jefferson, McDonald, Allendale, Victory, Grant, Singer, Eaton-Blanche, Memorial, Hamilton Parks and 78461, Central Park – Implement Master Plan.

Respectfully submitted,




 MICHAEL J. BECK
 City Manager

Prepared by:



 Segun Abegunrin
 Capital Projects Administrator
 Department of Public Works

Approved by:



 Martin Pastucha, Director
 Department of Public Works

ATTACHMENT 'A' - CENTRAL & MEMORIAL PARKS RFP - Evaluation Summary Sheet

		EVALUATION CRITERIA					TOTAL POSSIBLE POINTS
		A Qualification based on on overall professional & practical experience	B Experience in design & construction of comparable projects	C Ability to perform/ timeline	D Local Pasadena business	E Small & micro- business	
MAXIMUM POSSIBLE POINTS PER CATEGORY		25	35	30	5	5	100
RANK	FIRM NAME	SCORE IN POINTS					TOTAL
1	PETER TOLKIN Architecture 41 West Bellevue Drive Pasadena, CA 91105	24	30	28	5	5	92
2	ONYX Architects 16 N. Marengo Ave, #700 Pasadena, CA 91101	23	31	23	5	5	87
3	Sautter/Byram Architects 792 E. California Blvd. Pasadena Pasadena, CA 91106	21	30	25	5	5	86
4	Miralles Associates, Inc. 729 West Woodbury Road Altadena, CA 91101	21	31	22	0	5	79
5	THE ALBERT GROUP Architects 3635 Hayden Avenue Culver City, CA 90232	23	28	23	0	0	74
6	Crane Architectural Group 110 E. Wilshire Ave., Suite 300 Fullerton, CA 92832	21	30	23	0	0	74
7	John Trautmann Architects 2904B Colorado Ave. Santa Monica, CA 90404	22	22	21	0	0	65
8	Christofi Architects, Inc. 10137 Riverside Dr., Suite 201 Toluca Lake, CA 91602	17	21	20	0	5	63
9	Matlock Associates 1614 E. Holt Blvd. STE. 106 Ontario, CA 91761	18	22	17	0	0	57
10	Site 8 Architect 4125 S. Figueroa St. No. 319 Los Angeles, CA 90037	17	15	17	0	0	49
11	KU & Associates, Inc. 650 Camino De Gloria Walnut, CA 91789	14	10	14	0	5	43

**Disclosure Pursuant to the
City of Pasadena Taxpayer Protection Amendment of 2000
Pasadena City Charter, Article XVII**

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

(If printing, please print legibly. Use additional sheets as necessary.)

1. **Consultant/Organization Name:** Peter Tolkin Architecture

2. **Name(s) of trustees, directors, partners, officers of Consultant/Organization:**

Peter Tolkin, President

3. **Names of those with more than a 10% equity, participation or revenue interest in Consultant/Organization:**

Peter Tolkin

Prepared by: Angela Uriu

Title: Business Development Director

Date: November 6, 2008

For office use only:
Contract/Transaction No. _____

If not a contract, type of transaction: _____