

Agenda Report

September 17, 2018

TO: Honorable Mayor and City Council

FROM: Department of Public Works

SUBJECT: AUTHORIZATION TO ENTER INTO CONTRACTS WITH DAHLIN GROUP, INC.; BLACK O'DOWD AND ASSOCIATES, INC. DBA BOA ARCHITECTURE; DEWBERRY ARCHITECTS, INC.; AND OMGIVNING, INC. FOR ON-CALL ARCHITECTURAL ENGINEERING SERVICES IN AN AMOUNT NOT TO EXCEED \$500,000 FOR EACH CONSULTANT

RECOMMENDATION:

It is recommended that the City Council:

1. Find the project proposed herein to be categorically exempt under the California Environmental Quality Act (CEQA) Guidelines in accordance with Title 14, Chapter 3, Article 5, Section 15061(b)(3), the General Rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment;
2. Authorize City Manager to enter into a contract, as the result of a competitive selection process, as specified by Section 4.08.047 of the Pasadena Municipal Code, with Dahlin Group, Inc. for On-Call Architectural Engineering Services for a total amount not to exceed \$500,000 over a five-year term. Competitive bidding is not required pursuant to City Charter Section 1002(F) (contracts for professional or unique services);
3. Authorize City Manager to enter into a contract, as the result of a competitive selection process, as specified by Section 4.08.047 of the Pasadena Municipal Code, with Black O'Dowd and Associates, Inc. dba BOA Architecture for On-Call Architectural Engineering Services for a total amount not to exceed \$500,000 over a five-year term. Competitive bidding is not required pursuant to City Charter Section 1002(F) (contracts for professional or unique services);
4. Authorize City Manager to enter into a contract, as the result of a competitive selection process, as specified by Section 4.08.047 of the Pasadena Municipal Code, with Dewberry Architects, Inc. for On-Call Architectural Engineering

Services for a total amount not to exceed \$500,000 over a five-year term. Competitive bidding is not required pursuant to City Charter Section 1002(F) (contracts for professional or unique services); and

5. Authorize City Manager to enter into a contract, as the result of a competitive selection process, as specified by Section 4.08.047 of the Pasadena Municipal Code, with Omgivning, Inc. for On-Call Architectural Engineering Services for a total amount not to exceed \$500,000 over a five-year term. Competitive bidding is not required pursuant to City Charter Section 1002(F) (contracts for professional or unique services).

BACKGROUND:

The Department of Public Works is seeking qualified On-Call Architectural Engineering Services consultants to provide professional services on an as-needed basis for the City of Pasadena's Capital Improvement Program (CIP). The scope of work may include, but is not limited to, preliminary studies, renderings, conceptual designs, construction drawings, specifications, cost estimates, mapping and surveying, master planning and programming, construction administration, and code analysis.

Consultants will provide services when City staff is not readily available or when services exceed the expertise and/or qualifications of City staff. When individual projects are identified, each of the selected consultants will be solicited for job-specific, informal proposals. Consultant selection for individual projects will be based on qualifications, expertise, time availability, and cost. When the project consultant is selected, a purchase order will be issued against the consultant's master contract, and their services will be funded by the individual CIP project. The master contracts can be utilized by all City departments for CIP projects. Public Works will be responsible for ensuring that the total contract work is within the adopted not-to-exceed amount.

The Department of Public Works issued a Request for Proposals (RFP) for On-Call Architectural Engineering Services utilizing the federal procurement process and evaluation criteria on April 6, 2018. Since specific projects have not been identified for the use of these contracts, federal procurement guidelines were utilized as they are more strict than state and local guidelines. By complying with the federal procurement process, all potential projects are eligible to utilize these contracts. The City received four responsive proposals and three non-responsive proposals on May 22, 2018 in response to the RFP. Below is a list of responsive proposers.

Firm	City	
Dahlin Group, Inc.	Irvine	Shortlisted for Interviews
Black O'Dowd and Associates, Inc. dba BOA Architecture	Long Beach	
Dewberry Architects, Inc.	Pasadena	
Omgivning, Inc.	Los Angeles	

Based on the evaluation procedures and criteria specified in the RFP, the firms were scored and ranked by a selection committee. All four consulting firms were interviewed by the committee on July 27, 2018 and August 6, 2018. Attachment A contains a summary of the proposal and scoring based on federal criteria. Dahlin Group, Inc.; Black O'Dowd and Associates, Inc. dba BOA Architecture; Dewberry Architects, Inc.; and Omgivning, Inc. were ranked one through four, respectively, and all four firms are recommended to provide On-Call Architectural Engineering Services. Each selected firm demonstrated distinct strengths, resources, and capacities such as expertise in renovation of historic buildings, master planning and programming, development of three-dimensional renderings and details for clarity in construction, and significant experience with ADA compliance.

Dahlin Group, Inc. (Dahlin), located in Irvine, was founded in 1976 and employs over 150 professionals. The firm offers a myriad of architectural services such as master planning, programming, facility planning and design, tenant improvements, construction administration, and code analysis. Dahlin has long-standing relationships with sub-consultants including landscape architects; civil, structural, and MEP engineers; cost estimators; contractors; and a variety of specialty consultants which will result in turn-key projects for the City. The firm has a diverse portfolio including alterations, renovations, expansion, and new facilities for community centers, recreational facilities, senior centers, fire stations, maintenance facilities, and administration offices. Dahlin has not previously performed any work for the City of Pasadena. Dahlin has provided similar on-call services for over 17 public agencies including City of San Jose, City of Dublin, Santa Clara County, Valley Transportation Authority, Sonoma County, and City of Pleasanton.

Black O'Dowd and Associates, Inc. dba BOA Architecture, located in Long Beach, was established in 1961. BOA Architecture and its professional staff of architects, including an ADA compliance design specialist, have designed and master planned over 2,000 Public Works renovation and repair projects for over 80 different municipalities/public agencies in California. As a sub-consultant, BOA Architecture has provided architectural services to the Department of Public Works for the renovation of Allendale Library and Robinson Park gymnasium. The firm offers architectural expertise in ADA compliance, fire stations, libraries, civic centers, parks, and recreational facilities. BOA Architecture has performed work on on-call contracts for numerous government agencies including, but not limited to, County of San Bernardino, City of Rosemead, City of Long Beach, City of Irvine, City of Commerce, Los Angeles County, and California State Department of Fish and Game.

Dewberry Architects, Inc. (Dewberry) is located in Pasadena and was established in 1956. The firm has more than 50 offices and 2,000 professionals nationwide. Dewberry's architectural and engineering practice has earned over 500 design awards on national and local levels. The firm offers a multitude of services including technology design, security design, planning/programming, interior design, and MEP engineering. Dewberry has not previously performed any work for the City of Pasadena. Dewberry currently holds on-call contracts with public agencies including Sacramento County, Napa County, California Department of Corrections and Rehabilitation, California Department of General Services, and Orange County.

Omgivning, Inc. is located in Los Angeles and was established in 2009. Omgivning has provided services on over 300 buildings ranging from small cafes to two-million-square-foot historic landmark adaptive reuse projects. The firm has a staff of 30 Architects and Interior Designers. Omgivning specializes in adaptive reuse and revitalization of existing infrastructure and has a specific expertise in historic and existing buildings. The firm provides architectural services for all phases of projects from conceptual design through construction. Omgivning has not previously performed any work for the City of Pasadena. Omgivning has provided services to Los Angeles County and the City of Los Angeles.

It is recommended that the City enter into contracts with Dahlin Group, Inc.; Black O'Dowd and Associates, Inc. dba BOA Architecture; Dewberry Architects, Inc.; and Omgivning, Inc. for an amount not to exceed \$500,000 each over a five-year term commencing the date that each contract is fully executed.

COUNCIL POLICY CONSIDERATION:

This project is consistent with the City Council's goals to improve, maintain and enhance public facilities and infrastructure and support and promote the quality of life and local economy, and ensure public safety.

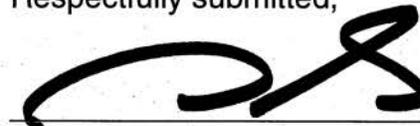
ENVIRONMENTAL ANALYSIS:

These contracts are exempt from CEQA review pursuant to State CEQA Guidelines section 15061(b)(3). The contracts are covered by the general rule that CEQA applies only to projects which have the potential for causing significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to the provisions of CEQA. These contracts would retain consultants for professional architectural engineering services only. The specific designs and subsequent construction of capital improvement projects will be subject to appropriate project-level environmental review at the time each is brought forward for first discretionary action.

FISCAL IMPACT:

The combined cost of these contracts is a maximum of \$2,000,000 over five years. Funding for this action exists within various budgeted capital project appropriations in the CIP budget. Funding availability for each project will be evaluated on an as-needed basis. It is anticipated that all the costs for these five-year contracts will be spent between FY 2019 and FY 2023. There are support costs such as contract administration and site inspections which are already included in the operating and capital budgets.

Respectfully submitted,



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Director of Public Works

Prepared by:



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Approved by:



STEVE MERMELL
City Manager

Attachment A - Consultant Scoring and Ranking