

Agenda Report

DATE: September 28, 1998

TO: CITY COUNCIL

FROM: Acting City Manager

SUBJECT: Award of contract to CHCG Architects for the design of Fire Stations #34 for an amount not to exceed \$251,900.

RECOMMENDATION:

Authorize the Acting City Manager to enter into a contract with CHCG Architects for the design of Fire Station #34. CHCG Architects was selected through a competitive selection process as required by the City's Affirmative Action in Contracting Ordinance. Formal bidding was not required pursuant to Charter Section 1002 (F), Professional or Unique Services.

BACKGROUND:

Discussion and plans to build a new three bay facility have been underway since the early 1980's. "Old" Fire Station #34, at 541 South Oak Knoll, was built in 1917 of unreinforced masonry, and a structural engineering firm hired by the City in 1983 to evaluate the condition of all City facilities determined that the cost of strengthening the structure to Division 68 standards, the prevailing standards of that time, would have been prohibitive. Standards are more restrictive today. "Old" Fire Station #34 was a three-bay station, but was functionally obsolete due to its narrow doorways, construction and location off a major thoroughfare.

The Whittier Narrows earthquake on October 1, 1987, and the resulting strong aftershocks and continuing tremors weakened the structure further. By mid-1988, the City and Caltech had met several times to discuss the feasibility of relocating Fire Station #34 to land owned by Caltech. A proposed site was designated on their Master Plan and approved by the City.

In February of 1989, reports from two structural engineering firms recommended against continued use of Fire Station #34 as a fire station. The station was vacated and equipment and personnel were temporarily relocated to old Fire station #31, which was then located on North Marengo. This move had a negative effect on response times in the central and southern portions of the City. Recognizing the urgency of the need to have fire and paramedic personnel back in the area, Caltech offered the City the temporary use of vacant land that they owned on East Del Mar Boulevard, at a cost of \$1 per year. A three-year land lease was approved. A Conditional Use Permit was approved by Zoning for an eighteen-month period. The temporary site at 1138 East Del Mar became fully operational in January of 1990. The site utilized used modular units for living quarters for the personnel assigned to Fire Station #34 and a "Butler" building to house an engine and an ambulance.

In 1994, the City purchased the modular units and renovated them in an effort to extend the useful life of the temporary site until funding could be obtained and negotiations could be completed with Caltech for a permanent location for the fire station. A final agreement between the City and Caltech was completed in May 1998.

A selection committee was established in May 1998 to review request for qualifications (RFQ) submittals and to prioritize top firms. The committee consisted of:

- Prentice Deadrick – Acting Assistant City Manager
- Joe Milligan – Assistant Fire Chief
- Mark Fasick – Fire Captain
- Mike McCallan – Physical Plant Director, Caltech

Councilmember Sid Tyler's appointee Jan Muntz, Architect, was unable to participate due to previously scheduled professional engagement in the Orient. Also, her replacement was not able to participate in the selection process due to schedule conflict.

In addition to the committee involvement, the City Architect and Capital Projects staff participated throughout the process.

An announcement was published in the Pasadena Star News that the City of Pasadena was soliciting requests for qualifications for Architectural firms. Between June 10, and June 30, 1998. Forty seven (47) application packages were picked up from the Public Works Department at City Hall. Fourteen (14) qualification packages were received on June 30, 1998. Thirteen of these were established to meet all the stipulated qualification criterion and submitted on time.

Subsequently, the committee reviewed all proposals and selected four finalists. The four firms were invited to a personal interview with the committee on July 24, 1998.

Each proposal was subject to a competitive selection process and evaluated as follows:

	<u>Weight</u>
a. Project Management Approach – Ability to Perform	25 %
b. Design Approach	20 %
c. Related Experience	15 %
d. Adheres to Equal Opportunity Employment and Affirmative Action Principles	15 %
e. Organization	10 %
f. References	10 %
g. Local Preference	05 %
	<u>100 %</u>

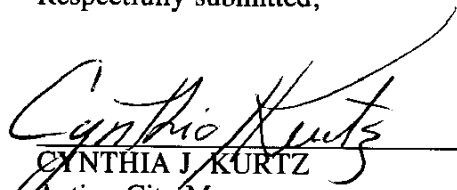
The contract with CHCG Architects was selected through a competitive selection process required by the City's Affirmative Action in Contracting Ordinance. Formal bidding was not required pursuant to Charter Section 1002 (F), Professional or Unique Services.

The design work on the project is anticipated to begin in October 1998. Estimated total project delivery (design and construction) duration is three years. The project will be administered by the Capital Projects Division of Public Works in coordination with the Fire Department as the user group/client.

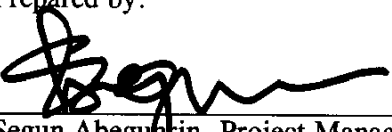
FISCAL IMPACT:

The estimated project budget of \$3,055,000.00 is 100% funded from the Charter Capital Reserve Fund. Funds are available in account number 71813.


Respectfully submitted,


CYNTHIA J. KURTZ
Acting City Manager


Prepared by:

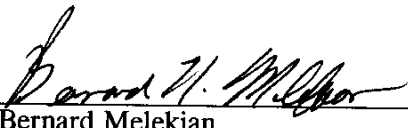

Segun Abegunrin, Project Manager
Capital Projects

Reviewed by:

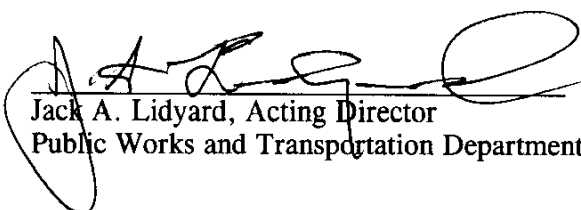

Robert Allen Reed, AIA
City Architect

Concurrence:


Joe Milligan
Assistant Fire Chief


Bernard Melekian
Police Chief/Acting Fire Chief

Approved by:


Jack A. Lidyard, Acting Director
Public Works and Transportation Department