



*City
Council
Report*

Item: 11
Category: UNFINISHED BUSINESS
Meeting Date: May 19, 2020

TITLE: Award the Measure O – Campbell Library Improvements Design Services Contract to Jayson Architecture, Authorize the City Manager to Execute a Consultant Services Agreement in a Contract Amount Not to Exceed \$1,704,210, and Approve a Corresponding Budget Amendment in Fiscal Year (FY) 2019-2020. (Resolution/Roll Call Vote)

RECOMMENDED ACTION

That the City Council adopt a resolution to award the Measure O - Campbell Library Improvements Design Services contract to Jayson Architecture, authorize the City Manager to execute a consultant services agreement in a contract amount not to exceed \$1,704,210, and approve a corresponding budget amendment in account 448.518.7430 in Fiscal Year (FY) 2019-2020.

BACKGROUND

The Campbell Library (Library) is a City facility that is operated by the Santa Clara County Library District (SCCLD). It is located at 77 Harrison Avenue within the Civic Center Complex. The Library is open seven days a week and accommodates over 1,000 visitors daily. Constructed in the early 1970's, the Library is subject to building system failures and is due for a major renovation to address outdated building components, deficiencies, energy-efficiency, and spatial needs for SCCLD to effectively operate current and future library programs.

During the November 2018 general elections, Campbell voters passed Measure O authorizing the City to issue up to \$50,000,000 in general obligation (GO) bonds to finance the design and construction of City facilities to house the Police and Library services.

For the Measure O – Campbell Library Improvements Project, the City requires the services of a qualified design consultant to confirm programming and space needs, develop concept designs for approval by the SCCLD and the City Council, complete construction documents, and provide design support services during construction and project closeout. On February 4, 2020, the City Council authorized staff to issue a Request for Proposals (RFP) to solicit proposals from qualified architectural firms for the necessary professional design services. The comprehensive design scope of services

in the RFP was prepared in accordance to the guidance from the ad hoc RFP Subcommittee established by the City Council.

DISCUSSION

On February 6, 2020, the RFP was publicly issued and posted on the City's website and QuestCDN, the official bid and RFP management portal for the Public Works Department. The RFP was also forwarded to the American Institute of Architects (AIA) local chapters in Silicon Valley, East Bay, San Francisco, and San Mateo for distribution. A Mandatory Pre-proposal Site Tour was hosted on February 18 at the Library and 16 prime architectural firms attended. On March 8, the City Clerk received proposals from five (5) architectural firms listed below:

Anderson Brulé Architects - San Jose, CA
 Jayson Architecture – San Francisco, CA
 LPA – San Jose, CA
 Noll and Tam Architects – Berkeley, CA
 WRNS Studio – San Francisco, CA

The Public Works Director, Senior Public Works Project Manager, Acting County Librarian, and the SCCLD Financial and Administrative Services Manager each evaluated the proposals based on pre-determined scoring criteria, which included completeness of the proposal, consultant team organization, team qualifications and experience, project approach, scope of services proposed, and accessibility of the consultant team. Evaluators scored proposals from Jayson Architecture, LPA, and Noll and Tam Architects the highest. All three firms also satisfied the following minimum qualifications specified in the RFP:

1. Minimum five (5) years of applicable and recent experience in programming and designing library facilities as the lead architect or architect-of-record.
2. Third-party cost estimator with at minimum five (5) years of recent experience in estimating library and/or civic building projects in the greater San Francisco Bay Area at various design stages.
3. A design team with expertise in architecture, structural and civil engineering, landscape architecture, Mechanical/Electrical/Plumbing (MEP), lighting, energy-efficiency, budget and cost analysis, and in the field of public meeting facilitation.
4. Availability and willingness to frequently travel to the City for site visits and meetings with the City Council and City staff.
5. Attended the Mandatory Pre-proposal Site Tour on Tuesday, February 18, 2020.

On April 10, 2020, video conference interviews were conducted with the top three rated firms. The proposal evaluators continued as the interview panel members. Each interview session consisted of a brief presentation by the consultant team followed by a set of project related questions for consultants to address. Interviews were scored based on the firm's presentation, participation and qualification of team members,

responses to interview questions, highlighting key issues, and overall fit for the Project. The interview panel unanimously scored Jayson Architecture the highest and deemed them to be the best qualified design consultant for the Project.

Jayson Architecture brings a wealth of library, community center, and public facility experience to the Project. Abraham Jayson, the principal of the firm, was also the project manager and architect for the net-zero energy Hayward Library, LEED Gold certified Los Gatos Library, and award winning and nationally recognized Half Moon Bay Library. The firm is currently working on building improvements to six branch libraries of the Santa Cruz Public Libraries. Abraham Jayson will be the main point of contact for the Project.

The final design scope of services and a contract amount not-to-exceed \$1,704,207 for the Project were negotiated as stipulated in the consultant services agreement (**Attachment 2**). Jayson Architecture took no exceptions to the City's sample consultant services agreement that was included in the RFP. The final scope of services aligns with the proposed scope that was detailed in the RFP.

The design fee of \$1,704,210. is 8.5% of the \$20 million project budget initially established for the Library and is within the cost range anticipated by staff. The contract amount includes an "Additional Services Allowance" of \$120,000 to pay for services not covered in the base scope such as design services for the temporary library facility, additional design alternatives, additional meetings and deliverables, and other pertinent studies that may be required as authorized by the City. A temporary library facility would be required to relocate operations and services during the renovation of the existing Library. Temporary options may include renting and installing mobile trailers on a site with adequate parking or leasing an available space that can accommodate a temporary library. In either case, consultant design services will be required for temporary tenant and site improvements.

Project Timeline:

With City Council approval of the consultant services agreement with Jayson Architecture, below is the updated Project timeline with construction anticipated to start in spring 2022:

Milestones	Anticipated Completion
Start Design Services	June 2020
Confirm Program and Space Needs	Fall 2020
Concept Designs	Late Winter 2020
Schematic Design (20% Design)	Spring 2021
Design Development (40% Design)	Summer 2021
Construction Documents and Permits	Late Winter 2021
Bid and Award	Early Winter 2022
Start Construction	Spring 2022
Construction Completion	Late Winter 2023

FISCAL IMPACT

Staff is requesting a budget appropriation increase of \$1,704,210 for Campbell Library Improvements Design Services in the Measure O Fund in FY 2019-2020. Unexpended appropriations will be carryforward into FY 2020-2021. This will cause the Measure O Fund to temporarily have a negative balance for accounting purposes, but the fund will be made positive with anticipated bond proceeds in FY 2020-2021. The City is able to absorb this temporary negative balance since it pools together cash within its investment portfolio. Staff is targeting August 2020 for the first round of Measure O GO bond sales; at which time it will replenish the Measure O Fund cash assets and fully offset the temporary negative balance.

Prepared by:



WooJae Kim, Senior Project Manager

Reviewed by:



Todd Capurso, Director of Public Works

Approved by:



Brian Loventhal, City Manager

Attachment:

- a. Resolution - Measure O Library Design Contract Award
- b. Consultant Services Agreement with Jayson Architecture

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAMPBELL
AWARDING THE MEASURE O – CAMPBELL LIBRARY IMPROVEMENTS DESIGN
SERVICES CONTRACT TO JAYSON ARCHITECTURE, AUTHORIZING THE CITY
MANAGER TO EXECUTE A CONSULTANT SERVICES AGREEMENT IN A CONTRACT
AMOUNT NOT TO EXCEED \$1,704,210, AND APPROVING A CORRESPONDING
BUDGET AMENDMENT IN FISCAL YEAR 2019-2020.

WHEREAS, Campbell voters passed Measure O during the November 2018 general elections, which authorized the issuance of up to \$50,000,000 in general obligation bonds to finance the design and construction of City facilities to house the Police and Campbell Library services; and

WHEREAS, services of a qualified design consultant are necessary to confirm program and space needs of the Campbell Library, develop conceptual plans for approval by the City Council, complete construction documents, and provide design support services during construction and project closeout; and

WHEREAS, the City Council authorized staff to issue a Request for Proposals on February 4, 2020, to solicit design services proposals from qualified consultants for the Measure O - Campbell Library Improvements; and

WHEREAS, staff publicly issued the Request for Proposals on February 6, 2020; and

WHEREAS, the City Clerk received proposals from five architectural firms on March 18; and

WHEREAS, staff from both the City and Santa Clara County Library District evaluated all proposals and interviewed top three firms for further considerations; and

WHEREAS, the same evaluation team unanimously selected Jayson Architecture to be the best qualified design consultant for the project; and

WHEREAS, staff negotiated the final scope of services and the contract amount not to exceed \$1,704,210. for Measure O – Campbell Library Improvements Design Services as stipulated in the consultant services agreement attached to the Staff Report for this Resolution; and

WHEREAS, a budget appropriation increase of \$1,704,210 is required for Campbell Library Improvements Design Services in the Measure O Fund in Fiscal Year 2019-2020.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Campbell hereby approves the award of the Measure O – Campbell Library Improvements Design Services contract to Jayson Architecture, authorizes the City Manager to execute a consultant services agreement in a contract amount not to exceed \$1,704,210, and approves a corresponding budget amendment in account 448.518.7430 in Fiscal Year 2019-2020.

RESOLUTION NO. 12589

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAMPBELL
AWARDING THE MEASURE O – CAMPBELL LIBRARY IMPROVEMENTS DESIGN
SERVICES CONTRACT TO JAYSON ARCHITECTURE, AUTHORIZING THE CITY
MANAGER TO EXECUTE A CONSULTANT SERVICES AGREEMENT IN A CONTRACT
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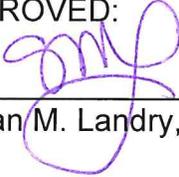
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PASSED AND ADOPTED this 19th day of May, 2020 by the following roll call vote:

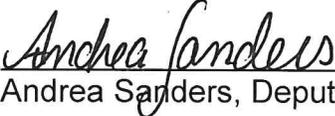
AYES: Council Members: Waterman, Bybee, Resnikoff, Gibbons, Landry
NOES: Council Members: None
ABSENT: Council Members: None

APPROVED:



Susan M. Landry, Mayor

ATTEST:



Andrea Sanders, Deputy City Clerk