



**DATE:** December 3, 2019

**CATEGORY:** Consent

**DEPT.:** Public Works

**TITLE:** **Police/Fire Administration Building, Design, Project 20-49 – Authorize Design Professional Services Agreement**

### **RECOMMENDATION**

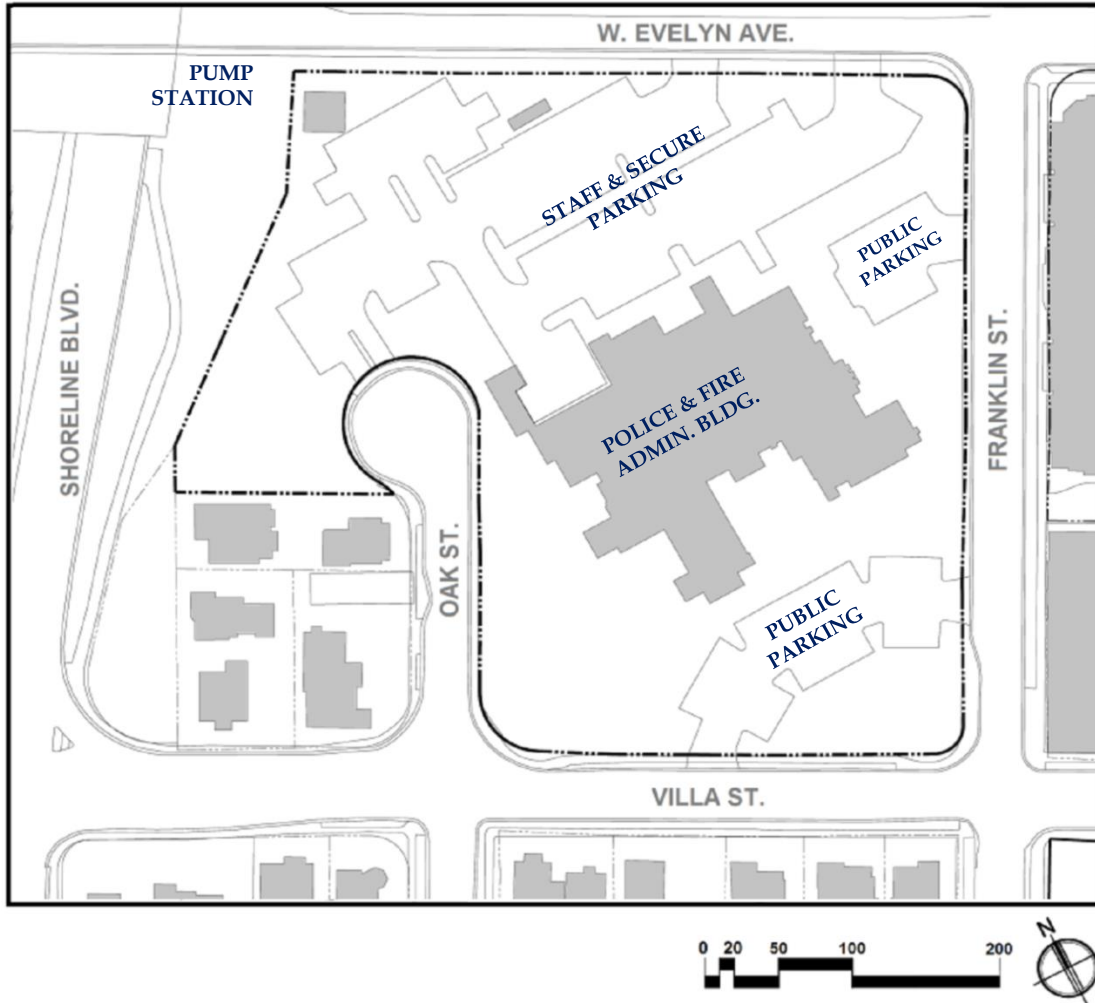
Authorize the City Manager to execute a design professional services agreement with SVA Architects Inc., of Oakland, California, to provide architectural and engineering design services for the Police and Fire Administration Building, Design, Project 20-49, for a total not-to-exceed fee of \$800,000.

### **BACKGROUND**

The 42,500 square foot Police/Fire Administration Building was opened in 1980 and houses fixed Police Department operations, Emergency Dispatch, the Fire Chief, Deputy Fire Chief, support staff, and Emergency Operations Center. For many years, the building has been undersized as the Police Department has grown and changed. Although the building's durable concrete block walls have served the City well, they have made interior layout adjustments challenging and costly whenever the Police Department changes its operations and staffing arrangements. As the building was designed prior to the Essential Service Seismic Safety Act of 1986, it also does not meet current seismic standards. The existing site is shown in Figure 1 on the following page.

In January 2019, the City Council authorized the Police Department to commission a comprehensive organizational staffing study with an emphasis on patrol to evaluate the allocation of Police resources to ensure the most effective deployment and potential future staffing needs. The study, which covers an operational time horizon between now and 2030, is anticipated to be completed in early 2020, just prior to commencement of the facility project by SVA Architects Inc. (SVA). The study's near- and long-term organizational recommendations will be instrumental in helping staff and SVA verify the project program and decisions on which project alternative will best serve the long-term needs of the Department.

**Figure 1: Existing Site**



On December 11, 2018, Council authorized staff to initiate a Request for Proposal (RFP) process to secure professional architectural design and engineering services for the project. Direction was given for staff to explore alternative scopes ranging from a remodel and expansion of the existing facility to developing a new facility on an alternate site.

## **ANALYSIS**

### **Architectural/Engineering Design Services Selection**

On June 27, 2019, the City issued an RFP encompassing all architectural and design services for the project and received five proposals. A selection committee, comprised

of interdepartmental staff, evaluated the proposals for public safety facility design experience, as well as each firm's approach and understanding of the project. The selection committee selected four firms for in-person interviews, which were held on September 3 and September 9, 2019. After careful deliberation, the selection committee determined that SVA was the most qualified for the project. SVA has successfully completed similar public safety facilities projects and demonstrated a consistent ability to meet the operational needs of their clients. SVA also demonstrated the greatest depth of understanding of the City's needs for the project and provided the most relevant comparison projects.

### **Agreement Structure and Scope**

The RFP requested fee proposals for services for all phases of the project, including predesign, design, bid and award, and construction administration. The recommended agreement encompasses a portion of the services described in the RFP and consists of predesign through conceptual design. The final design and construction administration services are not included because the scope details and compensation will depend on the preferred project alternative.

The agreement's basic services require SVA and their subconsultants to perform project program verification, alternate project scope analysis, and conceptual design services. The work includes preliminary architectural, structural, mechanical, plumbing, electrical, and civil engineering and landscape design as well as construction cost estimating. The recommended agreement also includes services for geotechnical, arborist, hazardous material, and traffic reports as well as a site survey.

### **Project Alternative Analysis**

Once the program verification is completed, SVA will develop and evaluate three project alternatives for the City's consideration. The alternatives will follow the general direction summarized below and further illustrated in Attachment 2 to the Council report.

- Project Alternative "A": Retrofit and expansion of existing facility to meet current programmatic and regulatory requirements while current facility remains in operation or off-site temporary facilities are used.
- Project Alternative "B": Construction of a new replacement facility on the existing site while current facility remains in operation or off-site temporary facilities are used.

- Project Alternative “C”: Construction of a new replacement facility on Lot 11, an adjacent City parcel, while the existing facility remains operational.

The scope of work does not include analysis or design services for potential development opportunities for a portion or all of the existing site or Lot 11 should the City decide to pursue Project Alternative “B” or “C.” This would be a separate project that could be initiated after a preferred alternative is selected.

The alternative analysis will take into account environmental, operational, and financial aspects of the project in order to provide the City the information necessary to select the most feasible alternative. Staff will present the alternatives and recommendations to Council for its consideration.

### **Conceptual Design**

After selection of the preferred project alternative by the City Council, SVA will be authorized to begin conceptual design to explore the different approaches for the building and site designs. Staff will then return to Council to present up to three conceptual designs based on the approved project alternative.

### **Consultant Fees**

The basic fee for preliminary design services, including site visits and reimbursable expenses, is \$621,675. An additional services budget of \$178,325 provides an allowance for work not covered by basic services and will be used by the consultant only when authorized by the City in writing.

As required in the RFP, SVA submitted a fee proposal to the City to complete final design and provide construction administration services; however, as mentioned above, these future project phases are not currently included in the recommended agreement. Staff may seek an agreement amendment to include these additional services once the future direction of the project and project costs are determined.

### **Project Schedule**

If the recommended actions are approved, design will commence in February 2020. Staff anticipates bringing the three project alternatives to Council for consideration in fall 2020. Conceptual design options, based on the selected alternative, would then be brought back to Council by early 2021.

## **FISCAL IMPACT**

Police/Fire Administration Building Expansion, Design, Project 20-49, is funded with a total of \$2 million from the Construction/Conveyance Tax Fund. The Architectural and Engineering Design Services Fee for the proposed contract includes basic services, reimbursable expenses, and an allowance for potential additional services, for a total not-to-exceed amount of \$800,000. There are sufficient funds in the project budget for this agreement.

Full design and construction of the project is not currently funded but is included as a Fiscal Year 2023-24 project with a placeholder budget of \$40 million in the Planned Five-Year Capital Improvement Program. The \$40 million would be financed with proposed payment from the projected revenue from the Ameswell development agreement and ground lease at 750 Moffett Boulevard. The preliminary estimates for the three project alternatives range between \$55 million to \$133 million. Staff will return to Council in a future Study Session with updated estimates and funding options as part of the project alternative selection process.

## **ALTERNATIVES**

1. Direct staff to seek a different firm.
2. Direct staff to modify the scope of the agreement.
3. Postpone design of the project until full design and construction is funded.
4. Provide other direction.

**PUBLIC NOTICING** – Agenda posting.

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Attachments: 1. SVA Fee Schedule  
2. Preliminary Program and Project Alternative Diagrams

cc: PD, FD, DPC – Hsiung, PC – Nowaski, APWD – Solomon, PCE – Au, SPM –  
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