



# Memorandum

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

**FROM:** Katy Allen  
Jeffrey L. Clet

**SUBJECT:** AGREEMENT FOR CONSULTANT SERVICES FOR THE REBUILD OF FIRE STATION NO. 2 PROJECT  
**DATE:** 12-05-05

Approved

Date 12/15/05

Council District: 5  
SNI: East Valley / 680

## RECOMMENDATION

Approval of an agreement with WLC Architects, Inc. for consultant services including design services for the Rebuild of Fire Station No. 2 Project, from the date of execution to June 30, 2009, in a total amount not to exceed \$558,000.

CEQA: Exempt, PP05-220

## BACKGROUND

In March 2002, San José voters passed the Neighborhood Security Bond Act that approved the issuance of \$159 million in general obligation bonds to fund the construction of various public safety facilities. Subsequently, in June 2005, Council adopted the FY 2005-2006 Capital Budget which included revisions to the public safety capital program, including adding Fire Station No. 2 to the program of capital improvements. The Fire Station No. 2 project will replace the existing fire station with a new one on the same site at 2933 Alum Rock Ave (map attached). The project will demolish the existing facility and build a new fire station, of approximately 11,500 square feet in size, which will meet the standard of Essential Services Building.

Design services will be required to develop the design and construction documents for the Fire Station No. 2 project. Staff proposes that a consultant be engaged to provide the services. A consultant selection process was conducted to identify a suitable firm. The process was conducted in accordance with the City's Qualifications Based Consultant Selection (QBCS) Policy as well as the Local Business and Small Business Preference Ordinance.

## ANALYSIS

A Request for Qualifications for design services for the Fire Station No. 2 Project was advertised on July 13, 2005 and the City received Statements of Qualifications from 20 firms.

After evaluation, four firms were invited to interview. Interviews were conducted in September by a panel including of staff of the Departments of Fire and Public Works along with an outside panelist. The interviewed firms were evaluated and ranked based on their demonstrated, relevant design experience for public safety facilities with appropriate technical quality and with a civic presence, for their ability to work with public and regulatory agencies, for their success with community outreach, and overall project management. The short-listed firms were ranked as follows:

**Ranked List determined by the Interview Panel:**

1.	W.L.C. Architects Inc.
2.	R.R.M. Design Group
3.	R.M.W. Architecture & Interiors
4.	C.J.W. Architects

The panel unanimously selected WLC Architects Inc., of Folsom, California, as the top-ranked firm. The consultant team has extensive experience in the design of public safety facilities, in particular for fire safety facilities. The firm has designed numerous fire stations throughout California. Staff inquiries of past municipal clientele of WLC Architects resulted in very favorable recommendations. Under the recommended agreement, WLC Architects will provide comprehensive architectural and engineering services from conceptual design through construction phase.

In accordance with the City's Green Building policy, the future building for Fire Station No. 2 will be designed and built to meet or exceed the equivalent of a "certified" Green Building rating. The consultant's team includes accredited professionals in Leadership in Energy and Environmental Design (LEED), who are knowledgeable about green building design practices and strategies.

Staff and consultant agree that a fee of \$558,000, which includes an additional service reserve amount and an allowance for reimbursable expenses, is appropriate for the services to be provided under the agreement. The consultant will begin work on the project upon Council approval of the agreement.

Construction for Fire Station No. 2 (Rebuild) is estimated to begin in October 2007 with completion in December 2008. Before the start of the construction work, the existing firefighter crews will be relocated to a new Fire Station No. 34. The schedule for Fire Station No. 2 has been coordinated with the scheduled date for beneficial occupancy of the Fire Station No. 34 Project.

An alternative to hiring a consultant is for the work to be performed by existing City staff. Staff considered this alternative and recommends using a consultant. Due to the concurrent delivery schedule of multiple capital projects, the required staffing levels of multiple professional disciplines and support personnel are not uniformly available in-house. Specifically, the staff expertise and technical resources in the areas of structural engineering and architectural drafting

are insufficient to successfully implement this project within the approved schedule. However, this comprehensive consultant agreement includes provisions that will allow work to be done by City staff if the resources and expertise are available at the appropriate time.

### **OUTCOME**

The approval of this agreement with W.L.C. Architects Inc. will allow the City to proceed with the design for the replacement of Fire Station No. 2 in conformance with the approved schedule in MBA No.10.

### **PUBLIC OUTREACH**

The Request for Qualifications was published in the *San Jose Post Record* and on the City's Web site. Future project meetings with the community for the conceptual design process will be noticed in conformance with the public outreach policy.

### **COORDINATION**

This agreement and memorandum have been coordinated with the Departments of Planning, Building and Code Enforcement, the City Attorney's Office, the City Manager's Budget Office and the Office of Employee Relations

### **COST IMPLICATIONS**

1. AMOUNT OF RECOMMENDATION: \$558,000
2. COST OF AGREEMENT: \$558,000
3. SOURCE OF FUNDING: 475– Neighborhood Security Act Bond  
392- Fire Station No.2 Alum Rock – Construction Tax &  
Property Conveyance Tax
4. FISCAL IMPACT: This project is consistent with Council-approved Budget Strategy Economic Recovery section in that it will help to stimulate the economy. The impact to the operating budget from the opening of Fire Station No. 2 in 2009 is further detailed as part of the proposed changes to bond projects on the eastside of San José and included in MBA No.10.

**BUDGET REFERENCE**

Fund #	Appn #	Appn Name	RC #	Total Appn.	Amt. For Contract	2005-06 Adopted Capital Budget Page	Last Budget Action (Date, Ord. No.)
475	4997	Fire Station 2 Alum Rock	135583	\$528,000	\$458,000	V-348	10/18/05 Ord. No. 27580
392	4997	Fire Station 2 Alum Rock – Construction Tax & Property Conveyance Tax	135583	\$200,000	\$100,000	V-348	
		<b>Total</b>		<b>\$728,000</b>	<b>\$558,000</b>		

**CEQA**

Exempt, PP05-220



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