



COUNCIL AGENDA: 02-07-06

ITEM: 2.16

# Memorandum

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

**FROM:** Katy Allen  
Larry D. Lisenbee

**SUBJECT:** SEE BELOW

**DATE:** 01-31-06

Approved

Date

2/2/06

Council District: 7

**SUBJECT: APPROVAL OF AN AGREEMENT FOR CONSULTANT SERVICES AND  
ADOPTION OF APPROPRIATION ORDINANCE AMENDMENTS FOR  
THE SOLARI PARK MASTER PLAN PROJECT**

## REASON FOR ADDENDUM

In order to maintain the schedule for this project, staff requests Council approval at its February 7, 2006 meeting.

## RECOMMENDATION

- a. Approval of an agreement with Anderson Brulé Architecture, Inc. for consultant design services for the Solari Park Master Plan Project, from the date of execution to March 31, 2007, in an amount not to exceed \$250,000.
- b. Adoption of the following Appropriation Ordinance amendments in the District 7 Construction and Conveyance Tax Fund:
  1. Increase the Solari Park Master Plan appropriation by \$125,000.
  2. Decrease the Ending Fund Balance by \$125,000.

CEQA: Not a project.

## BACKGROUND

During the 2000-2001 budget process, the City Council allocated funds totaling \$150,000 from the Council District 7 Construction and Conveyance Tax Fund to update the Solari Park Master Plan. Additionally, in November 2000, San José voters approved Bond Measure P, to provide funds for the improvement of park and recreation facilities, and Bond Measure O, to provide funds for the improvement of branch libraries. Included in Measures P and O are funds for the

expansion of the Solari Community Center and for the expansion of the Seventrees Branch Library. Since three separate but related projects were funded in 2000-2001, all of which will utilize the same site, it is proposed that all three projects be planned and designed so as to result in an integrated, community-serving facility at the Solari Park site.

Solari Park is located on Cas Drive near the intersection of Capitol Expressway and Monterey Road in southeast San José. The park is bordered by Cedro Street on the north, Cas Drive on the west and south sides and the Los Arboles Elementary School on the east (map attached). The existing Solari Community Center, Teen Center and Gymnasium are currently located at 3590 Cas Drive and are within the boundaries of Solari Park. The Seventrees Branch Library is currently located at 3597 Cas Drive, across the street from Solari Park.

Solari Community Center is designated to become the multi-service community center hub for Council District 7, based on the *Greenprint* for Parks and Community Facilities and Programs, A Twenty-Year Strategic Plan, approved by Council in September 2000. The proposed Seventrees Branch Library facility is anticipated as a joint facility with the new community center based on the Branch Library Facility Master Plan.

The budgets and schedules for the three separate projects which include the Solari Park Master Plan, the Solari Multi-Service Community Center and the Seventrees Branch Library, have been aligned, and work has been planned to be coordinated as a single, seamless, integrated project. This will enable a comprehensive evaluation and design of the park, community center and library in terms of site access, building siting, park amenities and parking. Design of the community center and library as a joint facility will also yield economies of design in terms of shared uses, and simultaneous construction of the park elements and the joint facility will facilitate minimum disruption of services offered at the site.

Design services will be required to develop the design and construction documents for the overall project. Given the limited staff resources to undertake a project of this scale, staff proposes that consultants be engaged to provide the services. Consultant selection has been planned to be conducted in two stages – first, to develop the master plan along with the architectural programming and to gain approvals, and, second to develop the architectural design, construction documents and to provide construction support services for the bond-funded community center and library improvements. This has been done so as to enable the City to select firms with expertise best suited for each distinct phase of the project.

The recommended agreement will yield a master plan for the Solari Park site which will provide for the Solari Community Center and Seventrees Branch Library, along with planning for all other major existing and newly proposed park amenities. Upon completion of the initial design work and plan approvals, staff will return with a recommended agreement for the second stage of consultant services.

A consultant selection process was conducted to identify a suitable firm for the master plan services. 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 Solari Park Master Plan Project was advertised in July 2005, and the City received Statements of Qualifications from 23 firms. Based on pre-determined evaluation criteria, a screening panel conducted the evaluation process and six firms were invited to interview. Interviews were conducted in September 2005 by a panel including staff of the Departments of Parks, Recreation and Neighborhood Services and Public Works along with an outside panelist as per the requirements stated in the City's consultant selection policy. The interviewed firms were evaluated and ranked based on their demonstrated, relevant design experience for public recreation and library facilities. The short-listed firms were ranked as follows:

#### **Ranked List determined by the Interview Board:**

1	Anderson Brulé Architects
2	Field Paoli Architects
3	Group 4 Architecture
4	Boora Architects
5	Rob Wellington Quigley
6	Steinberg Architects

Staff recommends the firm of Anderson Brulé Architects, Inc., the top-ranked firm, to provide the consultant services for this project. The scope of work under this agreement includes architectural program review, site analysis and evaluation of existing buildings, conceptual design, environmental clearance and master plan documents.

Anderson Brulé Architects, Inc., an architectural firm located in San José, brings the requisite skills to this project from within the firm and with an appropriate complement of subconsultants. A LEED Accredited member of the firm is included on the design team. The master plan will be done in such a manner so as to facilitate the design of the community center and library building(s) to be in accordance with the City's Green Building Policy.

Staff and the consultant agree that a fee of \$250,000, which includes an additional service reserve amount of \$27,619 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 City Council approval of the agreement. Approval of the master plan is anticipated by December 2006.

An alternative to hiring a consultant for this work is for the work to be done by existing City staff. Staff considered this alternative and recommends using a consultant due to the fact that current City staff is fully utilized and there are no available existing City staff resources with appropriate design expertise. Shifting existing City staff resources to this project at this time would delay other projects. However, should there be a change in circumstances with regards to staff resources in the future, the consultant agreement will allow staff the flexibility of terminating the agreement and undertaking the remaining work with City staff.

It is recommended that the master planning process for this site be funded from both the Seventrees Branch Library project and the Solari Park Master Plan project. Included in this memorandum is a recommendation to allocate an additional \$125,000 from the Council District 7 Ending Fund Balance to the Solari Park Master Plan project. This funding is needed to ensure the project has adequate funding for Parks, Recreation and Neighborhood Services portion of the master planning costs.

### **OUTCOME**

Approval of the agreement will result in planning and approval of the Solari Park Master Plan which will allow the design and construction of the Solari Community Center and Seventrees Branch Library Project to begin.

### **PUBLIC OUTREACH**

The Request for Qualifications was published in the *San José Post Record* and the City's Internet Bid Line. Programming community meetings were held in November and December 2005. Future meetings will be advertised at Solari Community Center, Seventrees Branch Library and at various nearby community center locations in addition to the public outreach to be done within a 1,000 feet radius of the existing facilities.

### **COORDINATION**

This agreement and memorandum have been coordinated with the Departments of Library, Parks, Recreation and Neighborhood Services, and Planning, Building and Code Enforcement, and City Attorney's Office.

**COST IMPLICATIONS**

1. AMOUNT OF RECOMMENDATION: \$250,000
2. COST OF AGREEMENT:
 

Consultant Agreement	\$250,000	
Design Management	170,000	*
<b>TOTAL COSTS</b>	<b>\$420,000</b>	-
Prior Year Expenditures	(5,000)	
<b>REMAINING COSTS</b>	<b>\$415,000</b>	

\*A total of \$5,000 was expended in 2004-2005 for Design Management costs.

3. SOURCE OF FUNDING: Fund 385 – Construction & Conveyance District 7 Parks  
 Fund 472 – Branch Libraries Bond Projects Fund
4. FISCAL IMPACT: This project is consistent with the Council-approved Budget Strategy Economic Recovery section in that it will spur construction spending in our local economy.

**BUDGET REFERENCE**

Fund #	Appn. #	Appn. Name	RC #	Total Appn.	Amt. For Contract	Adopted Capital Budget Page	Last Budget Action (Date, Ord. No.)
<b>Remaining Project Costs</b>				<b>\$415,000</b>			
<b>Current Funding Available</b>							
385	4107	Solari Park Master Plan	11883X	\$145,000	\$100,000	V-648	10/18/05 Ord. #27580
472	5159	Seventrees Branch	140271	\$1,422,000	\$92,700	V-459	
<b>Total Current Funding</b>				<b>\$1,567,000</b>	<b>\$237,700</b>		
<b>Additional Funding Recommended</b>							
385	4107	Solari Park Master Plan		\$125,000	\$57,300		
<b>Total Funding</b>				<b>\$1,692,000</b>	<b>\$250,000</b>		

HONORABLE MAYOR AND CITY COUNCIL

01-31-06

**Subject: Agreement for Consultant Services and Appropriation Ordinance Amendments for the Solari  
Park Master Plan Project**

Page 6

**CEQA**

Not a project.

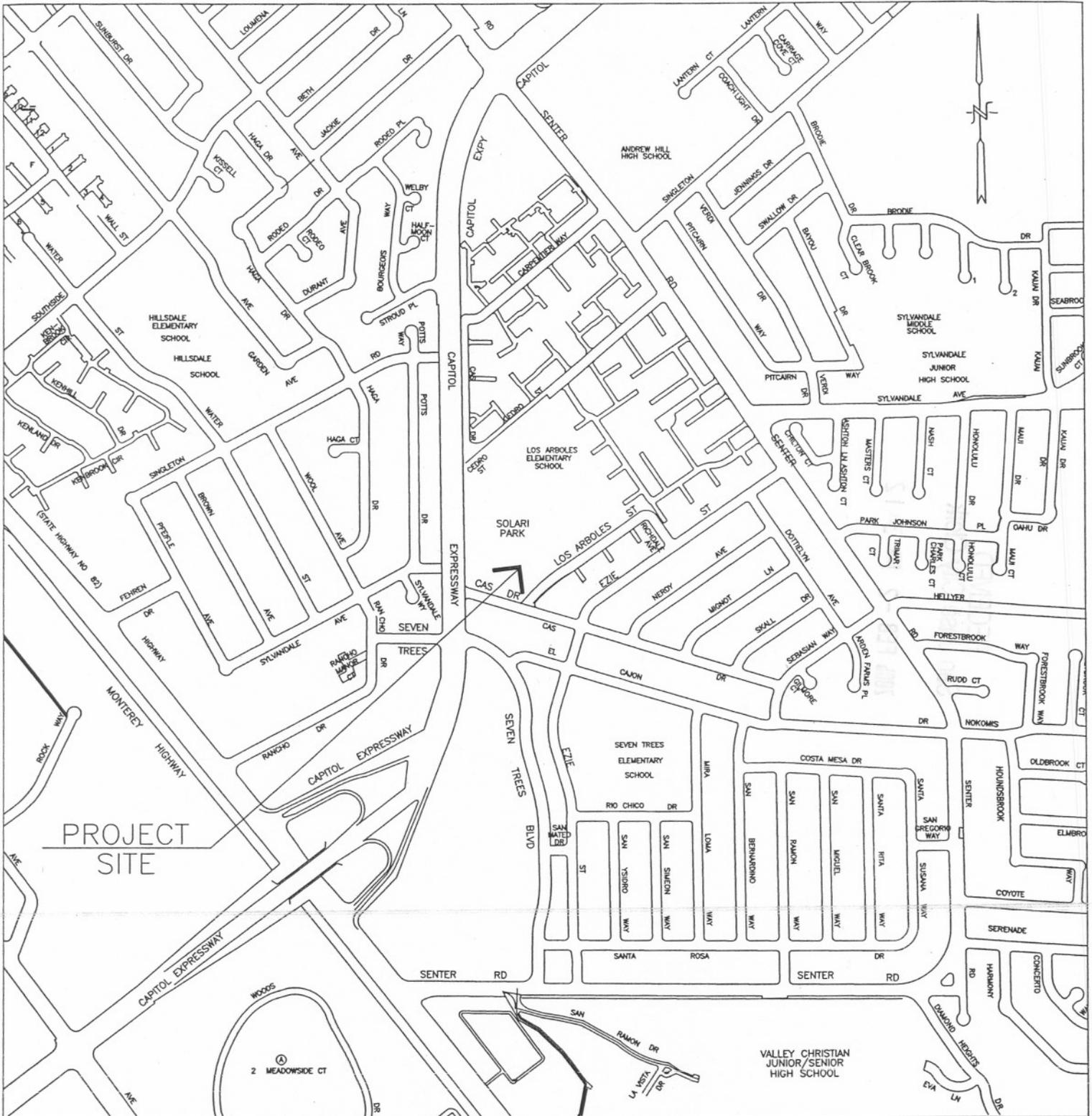


KATY ALLEN  
Director, Public Works Department



LARRY D. LISENBEE  
Budget Director

KJ:rr:dt.ak  
Attachment  
*SPMP ABA Award 012606*



SOLARI PARK  
 LOCATION MAP  
 NOT TO SCALE