

# Memorandum

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

**FROM:** Katy Allen

**SUBJECT:** AGREEMENT FOR CONSULTANT SERVICES FOR THE MAYFAIR COMMUNITY CENTER PROJECT  
**DATE:** 02-27-06

Approved

Date 3/2/06

Council District: 5  
SNI: Mayfair

## RECOMMENDATION

Approval of an agreement with Field Paoli, Inc. for consultant services for the Mayfair Community Center Project, from the date of execution to June 30, 2009, in a total amount not to exceed \$ 1,415,155.

CEQA: Not a project.

## BACKGROUND

In November 2000, the residents of San José approved and passed Measure P, the Safe Neighborhood Parks and Recreation Bond, which allocated approximately \$9.5 million to replace the current 5,000-square foot Mayfair Community Center with a new 20,000-square foot facility. The Mayfair Community Center is bound by King Road to the west, Alum Rock Avenue to the north and Highway 280 to the east and south (map attached).

Prior to and subsequent to the approval of the bond measure, there have been efforts of working with the community to develop a master plan to suit the needs of the Mayfair residents. The efforts included feasibility studies, community meetings, environmental studies, site/building programming and conceptual design.

In 2003, the San José Redevelopment Agency, through its involvement with the Mayfair Neighborhood Advisory Committee (NAC), allocated \$3.2 million for the incorporation of a Learning Center within the future community center. In 2004, the architectural programming and the conceptual layout of the proposed community center were developed. In December 2005, a proposed master plan was presented to and accepted by the community. This master plan proposal includes the following components: a new community center, an upgraded swimming pool, a water-play feature, a skate park, a tot lot and other park amenities. The plan will be presented to Council for consideration at a later date.

**ANALYSIS**

The consultant selection process began in July 2005 with a Request for Qualifications to select multiple architectural consultants for various community center and library projects. Thirty-one firms responded to the Request for Qualifications for the Mayfair Community Center Project, of which six were notified to interview after evaluation of qualifications. Three of the firms withdrew from consideration prior to the interviews. On October 19, 2005, a panel comprised of Public Works and Parks, Recreation and Neighborhood Services (PRNS) Department staff, along with a panel member from outside the City, interviewed the three firms and ranked them as follows:

**Ranked List determined by the Interview Board**

1	Field Paoli Architects
2	BSA Architects
3	Noll & Tam Architects

The criteria for the firms interviewed, and thus scored, included the demonstration of the following:

1. Firm's experience:
  - a. Completed projects with appropriate relevance to civic presence, maintaining user requirements and community needs.
  - b. Current projects in design or construction phase with appropriate relevance to civic presence, maintaining user requirements and community needs.
2. Firm's project approach:
  - a. Ability to meet project budget, project schedule quality control and plan check.
  - b. Ability to communicate and present the project effectively with stakeholders, community and public agencies.
3. Local Business Enterprise: as described in Section V.C-3.

The firm of Field Paoli Architects, Inc. was selected for the Mayfair Community Center. Services to be provided under the recommended agreement include schematic design, design development, preparation of final plans/specifications, cost estimate and assistance during bid/award and construction phases. Staff and the consultant have negotiated a fee of \$1,415,155 for the services of the agreement.

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 because City staff with appropriate skills are fully utilized at this time.

**OUTCOME**

Approving this agreement will enable the design of the project to start as scheduled.

**PUBLIC OUTREACH**

The Request for Qualifications was published in the *San José Post Record* and the City's Internet Bid Line, and automatic notifications of the Request for Qualifications were sent via email to all 85 firms on the list of pre-qualified architectural consultants.

A schematic design presentation to the community was held on December 15, 2005. Future community meetings will be advertised via flyers to Mayfair residents, the Mayfair NAC and at various nearby public facility locations for the architectural design and public art processes.

**COORDINATION**

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

**COST IMPLICATIONS**

- 1. AMOUNT OF RECOMMENDATION:      \$1,415,155
  
- 2. COST OF PROJECT:  
    Consultant Services                      \$1,415,155 \*

\*It is anticipated for the Mayfair Community Center to cost a total of \$14,777,395. Funding for this project will be received from the Parks and Recreation Bond Projects Fund, the Council District 5 Construction and Conveyance Tax Fund and the San Jose Redevelopment Agency.

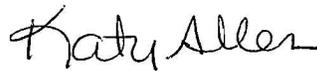
- 3. SOURCE OF FUNDING: 471 - Parks and Recreation Bond Projects Fund  
                                  450 - San José Redevelopment Agency  
                                  382 - District 5 Construction and Conveyance Tax Fund
  
- 4. FISCAL IMPACT: This project is consistent with the Council-approved Budget Strategy Economic Recovery section in that it will spur construction spending in our local economy. The proposed operating and maintenance costs for this facility have been reviewed and estimated to be approximately \$400,000 annually, starting in March 2009.

**BUDGET REFERENCE**

Fund #	Appn. #	Appn. Name	RC #	Total Appn.	Amt. For Contract	2005-2006 Adopted Budget (Page)	Last Budget Action (Date, Ord. No.)
<b>Current Funding Available</b>							
471	4529	Mayfair Community Center-Satellite	125441	\$1,127,000	\$563,155	V-947	10/18/2005 Ord. No. 27580
450	TBD	San Jose Redevelopment Agency		\$852,000	\$852,000		
<b>Total Current Funding Available</b>				<b>\$1,979,000</b>	<b>\$1,415,155</b>		

**CEQA**

Not a project.



KATY ALLEN  
Director, Public Works Department

Attachment  
KJ:DT:lm

