



Memorandum

TO: HONORABLE MAYOR
AND CITY COUNCIL

FROM: Katy Allen
Jane Light

SUBJECT: SEE BELOW

DATE: 06-05-06

Approved

Date

6/1/06

COUNCIL DISTRICT: 3

SUBJECT: EAST SAN JOSÉ CARNEGIE BRANCH LIBRARY CONSULTANT SERVICES

RECOMMENDATION

Approval of an agreement with Gould Evans, Inc. for consultant services for the East San José Carnegie Branch Library Project, from the date of execution to June 30, 2009, in an amount not to exceed \$800,000.

CEQA: Not a project.

OUTCOME

Approval of the consultant agreement will enable the design of the project to start as scheduled.

BACKGROUND

The East San José Carnegie Branch Library is the fourteenth library to be initiated under the Branch Facility Master Plan (BFMP), approved by Council in 2000, and funded through the Library bond measure. This project will replace the existing 6,000 SF addition built in the 1970's with a new 9,000 SF addition, and a remodel of the 3,000 SF historic building built in the 1950's. The branch will be located at the existing branch location site on Santa Clara Street at 23rd Street (map attached). Consultant services are required to augment city forces for the design of the library.

Staff from the Departments of Public Works (DPW) and Library conducted an architectural consultant selection process in accordance with the City's Qualifications Based Consultant Selection (QBCS) Policy and the Local Business and Small Business Preference Ordinance to select an architectural firm to provide the needed design services. The scope of work will include schematic design, design development, preparation of construction documents, assistance

during contract bidding and with construction administration and preparation and compiling of record documents.

Construction of the library is estimated to begin in summer 2007 with completion in winter 2009.

ANALYSIS

In accordance with the Council-adopted consultant selection policy, a Request for Qualifications (RFQ) for architectural services for three branch libraries was advertised on July 11, 2005. Statements of Qualifications were submitted by 31 firms on July 25, 2005. A single, major-level consultant selection process was conducted to select three consultants, one for each of the three library projects.

After the initial screening of the Statements of Qualifications, the highest ranking firms were invited to be interviewed. On September 6, 2005, seven firms were interviewed by a panel that included representatives from the Departments of Public Works and Library and two external members. Per the notification in the RFQ, the three top-ranked firms would be selected for each of the projects.

The Interview Board conducted consultant interviews and ranked each consultant on the basis of qualifications identified in the publicly advertised RFQ. Each board member used a predetermined rating sheet with a rating basis of 100 points, scoring the consultants' presentation and responses to standardized questions asked of all the interviewed consultants. The results of the interviews are shown below.

Ranked List determined by the Interview Board

1	Krong Design, Inc. (San José)
2	Gould Evans (San Francisco)
3	Studios Architecture (San Francisco)
4	Anderson Brulé Architects (San José)
5	HGA (San Francisco)
6	Group 4 Architecture (So. San Francisco)
7	TBP/Architecture (Concord)

Each firm was scored on the following criteria:

- ◆ ability to design buildings with civic presence, creativity
- ◆ experience with public regulatory agencies
- ◆ successful community outreach and project management approach
- ◆ status as a Local Business Enterprise and Small firm.

As indicated in the RFQ, three consultants selected by this solicitation have been paired in descending order with project start schedules.

In August 2005, Council awarded the first-ranked firm, Krong Design, Inc., with the Willow Glen Branch Library. The third-ranked firm, Studios Architecture, is paired with the Santa Teresa Branch Library, which will be recommended to Council under separate action on this agenda.

Gould Evans, Inc. was the second-ranked firm and is recommended to provide the architectural services for the East San José Carnegie Branch Library. Staff has negotiated with the consultant a fee of \$800,000 which is considered reasonable for the services identified above.

A LEED Accredited member of the firm is included on the Design Team for this facility. The facility will be designed to meet the standard of USGBC Certified level.

ALTERNATIVES

An alternative to hiring a consultant for this work is for the work to be done by City staff. Staff considered this alternative and recommends using a consultant as current staff is fully utilized and there are no available existing staff resources with appropriate expertise. Shifting existing City staff resources to this project at this time would delay other projects that have been previously been committed for completion. In addition, the Library Program Strategy encourages utilizing consultants not only to augment City forces but also to promote creativity and new design ideas.

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.

Conceptual site planning community meetings were held on March 22, 2006 and May 11, 2006. Future project meetings will be advertised at the East San José Carnegie Branch Library and at various nearby branch library locations for the additional schematic design and public art processes.

COORDINATION

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

COST IMPLICATIONS

1. AMOUNT OF RECOMMENDATION: \$800,000
2. COST OF AGREEMENT: \$800,000

Project Delivery	\$1,427,000 *
Construction (estimated)	6,086,000
Contingency	609,000
Public Art	125,000
TOTAL PROJECT COSTS	\$8,247,000

* Project delivery includes \$430,000 for Management and Inspection Services.

3. SOURCE OF FUNDING: 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. The renovated East San Jose Carnegie Branch will have an annual operating and maintenance impact of \$132,000 starting in 2009-2010.

BUDGET REFERENCE

Fund #	Appn. #	Appn. Name	RC #	Total Appn.	Amt. For Contract	2005-06 Adopted Capital Budget Page	Last Budget Action (Date, Ord. No.)
472	5155	East San Jose Carnegie Branch	Various	954,000	\$800,000	V-450	

*An additional \$7,293,000 is budgeted in the Library Bond Fund from 2006-2007 through 2008-2009 for project costs.

CEQA

CEQA: Not a project.


 KATY ALLEN
 Director, Public Works Department


 JANE LIGHT
 Director, Library Department

HONORABLE MAYOR AND CITY COUNCIL

05-30-06

Subject: East San Jose Carnegie Branch Library Project

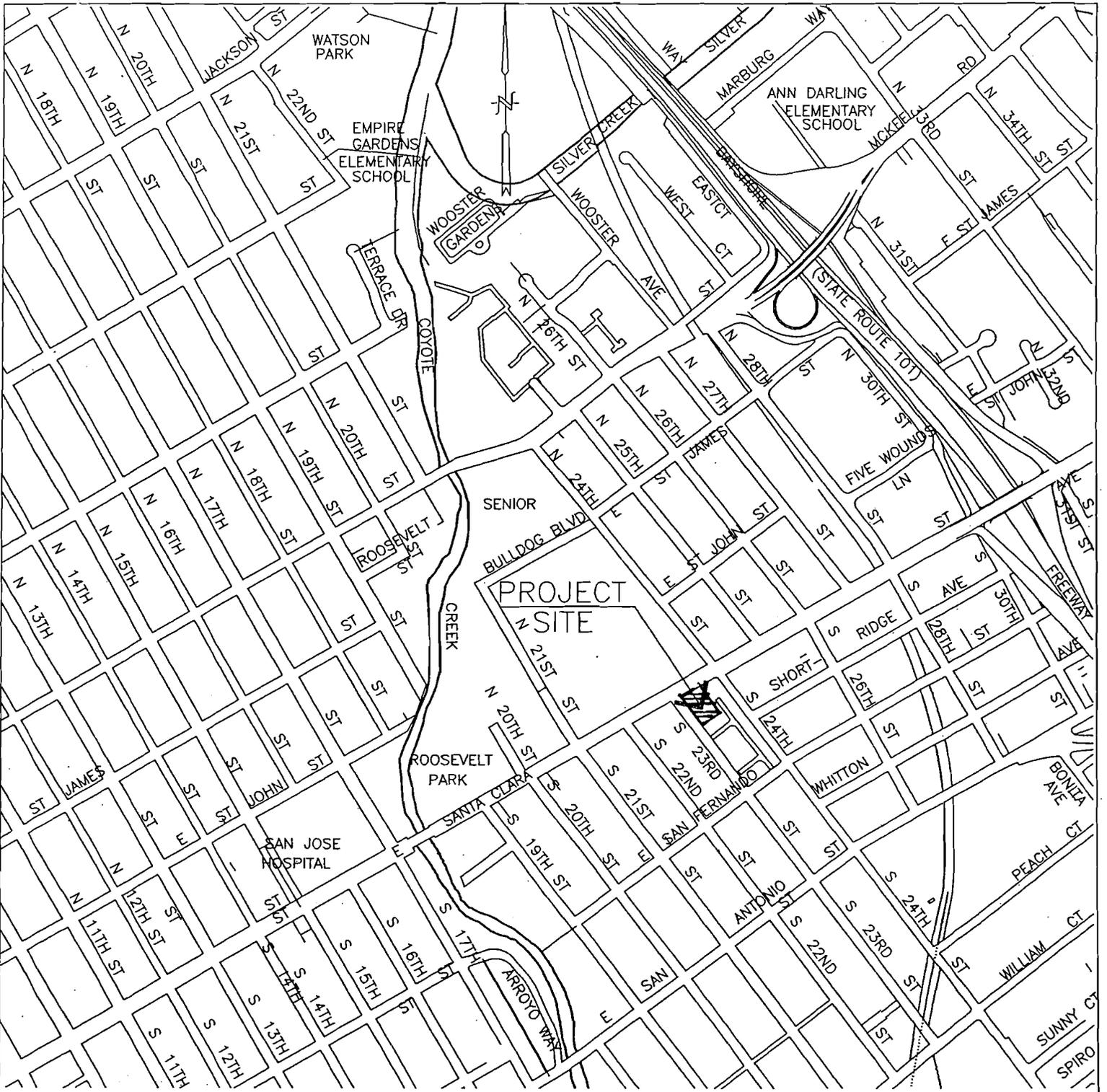
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For questions please contact DAVID SYKES, ASSISTANT DIRECTOR, at (408) 535-8300

Attachment

KJ:DT:dz:do

EB Br Gould Evans 06_27_06 rev3



EAST SAN JOSE CARNEGIE BRANCH LIBRARY

LOCATION MAP

NOT TO SCALE