



Legislation Details (With Text)

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Title: Staff Report for a Resolution to Approve a Consulting Services Agreement with Noll & Tam Architects for Design Services for the Mulford-Marina Branch Library, Project 2018.2400; Authorizing the City Manager to Make Non-substantial Revisions to the Agreement; Authorizing the City Manager to Negotiate and Approve Individual Amendments up to 10% and Cumulative Amendments up to 25% of the Original Contract Amount; and Appropriating \$150,000 for the project

Sponsors: Keith Cooke

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Staff Report for a Resolution to Approve a Consulting Services Agreement with Noll & Tam Architects for Design Services for the Mulford-Marina Branch Library, Project 2018.2400; Authorizing the City Manager to Make Non-substantial Revisions to the Agreement; Authorizing the City Manager to Negotiate and Approve Individual Amendments up to 10% and Cumulative Amendments up to 25% of the Original Contract Amount; and Appropriating \$150,000 for the project

SUMMARY AND RECOMMENDATIONS

This contract provides for the design, permitting, and preparation of bid documents for the replacement of the Mulford-Marina Branch Library.

Staff recommends the following actions:

- Approve a Consulting Services Agreement with Noll & Tam Architects for design services for the Mulford-Marina Branch Library.
- Authorize the City Manager to make non-substantial revisions to the agreement;
- Authorize the City Manager to negotiate and approve Individual Contract Amendments up to 10% of the Original Contract Amount.
- Authorize the City Manager to negotiate and approve Cumulative Contract Amendments up to 25% of the Original Contract Amount.
- Appropriate \$150,000 for the project.

BACKGROUND

The City has continuously provided library services to the community since 1906 and today operates a main library plus three branch libraries. The City library services are enhanced and supported by

the Friends of the San Leandro Library and the San Leandro Library Foundation.

The existing Mulford-Marina Branch Library, located at the intersection of Aurora Drive and Fairway Drive, has operated since 1962 in a 1200 square foot building that has reached the end of its useful life. When the State of California passed the California Reading and Literacy Improvement and Public Library Construction and Renovation Bond Act of 2000 (Library Bond Act), San Leandro prepared conceptual plans for the replacement of the Manor Branch and the Mulford-Marina Branch Libraries. Funded by Library Bond Act, the Manor Branch was constructed in 2006. The Mulford-Marina Branch was not funded by the Library Bond Act, but the City has now appropriated funds to demolish the existing library and construct a new library that is approximately twice the size of the existing building.

Design of the building and outdoor space will be based upon input from staff and the community to create a destination for learning and gathering, providing a facility that will be a delight for patrons to use for many years. The proposed 2,500 square foot building is anticipated to house a collection of over 15,000 items, include a meeting room, computer work stations or lounge seating areas with computer access, and it will utilize updated library technologies. Also, an after-hours delivery system with secured lockers is proposed. The new building will be designed to meet Leadership in Energy and Environmental Design (LEED) Silver rating.

The library site is nestled in the Mulford Gardens neighborhood on the west side of the City and is also close to Monarch Bay Drive and the proposed new Shoreline Development. A grove of trees adjacent to the library is the winter habitat of the monarch butterfly and for more than a decade this library has hosted an educational program which highlights the annual return of these exceptional creatures. It is the intent of the library's design to accommodate the continuation of this highly regarded educational program and potentially add outdoor site features that strengthen this unique environmental learning experience.

Analysis

Staff requested proposals for architectural design services for the replacement library facility and received six qualified proposals. The request included a preference for local businesses, however, none of the six proposers are located within San Leandro. Noll & Tam Architects was selected as the most qualified firm to provide services based on technical ability presented and an extensive portfolio of high quality similar projects including libraries located in Castro Valley, Hayward and Los Gatos.

Noll & Tam Architects, located in Berkeley, was established in 1992. The firm specializes in libraries and has programmed and designed more than forty public libraries in California. The design process, including community meetings to gather local input, conceptual design, and preparing construction documents, is anticipated to take approximately 12 months.

Noll & Tam Architects and the City have agreed upon the major contract components but minor revisions to the scope of work may occur before the agreement is signed by all parties. The agreement represents staff's current understanding of the work required. From time to time changes to the scope of contracts are necessary to respond to new information and/or to include additional items of work necessary for a complete project. In order to resolve these issues in a timely fashion and avoid delaying work, staff requests authorization to issue individual contract amendments to the consultant up to 10% or \$32,527 each and cumulative contract amendments up to 25%, or \$81,318 of the original contract amount.

The architect believes the cost of the project will be more than the \$2,800,000 currently budgeted. Their estimate of the project cost for a new building on the existing property is \$3,800,000 and if the property is expanded for more parking and outdoor activity space an additional \$1,000,000 may be required. Staff is committed to identifying the funding to complete the project and has already begun the process of exploring alternative funding sources. Additional discussion with the Facilities Committee and City Council are anticipated in the coming months to address funding. At this time, \$150,000 is required to be appropriated for design on the existing property and is included in the sums listed. The project funding shown in Fiscal Year 2018-19 will be available once a planned bond is sold and at which time the General Fund will be reimbursed.

Current Agency Policies

- Support and implement programs, activities and strengthen communication that enhances the quality of life and wellness, celebrates the arts and diversity and promotes civic pride

Applicable General Plan Policies

- Policy LU-2.1 Complete Neighborhoods: Strive for “complete neighborhoods” that provide an array of housing choices; easy access to retail stores, commercial services, and medical care; quality public schools; great parks and open spaces; affordable transportation options; and civic amenities.
- Policy LU-4.3 Public Facility Development: Promote collaborative, creative solutions between the public and private sectors to develop additional schools, parks, and other public facilities in the city.
- Policy LU-8.6 Cultural Arts and Entertainment: Provide additional opportunities for cultural, recreational, and entertainment uses in the City, including cinemas, theaters, live-performance venues, sports facilities, and art galleries.
- Policy CD-5.10 Community Involvement: Encourage the involvement of the community in the development of urban design plans and improvement programs.
- Policy CD-6.1 Promoting Quality Design: Use the development review, zoning, and permitting processes to promote high quality architecture and site design. Design review guidelines and zoning standards should ensure that the mass and scale of new structures are compatible with adjacent structures.
- Policy CD-6.5 Craftsmanship: Encourage a high level of craftsmanship in new construction, and the use of exterior materials and façade designs that enhance the appearance of the City.
- Policy CD-6.7 Architectural Interest: Encourage new structures to incorporate architectural elements that create visual interest such as trellises, awnings, overhangs, patios, and window bays. Avoid solid or blank street-facing walls.

Permits and/or Variances Granted

Building permits will be obtained from the Building Department for demolition of the existing building and for construction of the new library facility.

Environmental Review

The environmental impact of this project will be evaluated during the design phase. If impacts are

found which require mitigation, those mitigations will be included in the construction phase of the project.

Summary of Public Outreach Efforts

This contract will include several public meetings early in the design phase to gather comments, ideas and input from the neighborhood and community.

Fiscal Impacts

This contract is not to exceed \$325,272 with authorization to issue individual contract amendments to the consultant up to 10% or \$32,527 each and cumulative contract amendments up to 25%, or \$81,318 of the original contract amount. If the maximum contract amendment amount is used the contract value could potentially be \$406,590. The estimated cost of the design portion of this project including associated staff and permit cost is approximately \$450,000. As this amount is above the originally budgeted amount of \$300,000, staff is recommending appropriating an additional \$150,000 of General Fund monies that will be reimbursed upon issuance of the proposed lease revenue bonds in FY 18-19 for project completion.

The total cost of the project including construction is estimated at \$3,800,000. Funding for the project will consist of existing and future appropriations listed below.

Budget Authority

Account	Appropriation	Authority
210-69-193	CIP Budget 17-18 Design	\$ 300,000
<u>Appropriation requested by this action in account 210-69-193-5120</u>		<u>\$150,000</u>
Total		\$450,000
Additional funding in FY 18-19	210-68-100	\$2,500,000

Additional funding will be required prior to the construction phase to complete the project.

Attachment to Related Legislative File

- Consulting Services Agreement with Noll & Tam Architects

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