



Legislation Text

File #: 13-540, **Version:** 1

Staff Report for a Resolution Approving a Consulting Services Agreement with INDIGO / Hammond & Playle Architects, LLP in the amount of \$72,000 for the South Office Space Planning for the San Leandro Police Department, Project No. 2014.0480

SUMMARY AND RECOMMENDATIONS

Staff recommends approval of a Consulting Services Agreement with INDIGO / Hammond & Playle Architects, LLP in the amount of \$72,000 for the preparation of conceptual designs and cost estimates related to the partial relocation of the Police Department into the South Offices Building and expansion of the Communication Center within the Public Safety Building.

BACKGROUND

Based on current and projected use, the existing Public Safety Building (PSB) is overcrowded and the workspaces are inefficiently configured. Other identified deficiencies include inadequate electrical power, dispatch console access and monitoring problems, and public interview privacy concerns. To address these issues, options are being explored to relocate various functions from the PSB to the South Offices Building. The vacated space within the PSB will be used to expand the Communication Center.

In the plan being considered, approximately 7,000 square feet of the South Offices Building will be evaluated for use by the Police Department. It is envisioned that this building will house the Traffic Division, Records Division, Live Scan services, as well as the following sections of the Criminal Investigations Division: Youth and Social Services (including school resource officers); Juvenile Detective; Counseling Services; and Community Support Services. This building is also envisioned to serve as the point of public contact during business hours.

Approximately 2,750 square feet of the first floor of the PSB will be evaluated for reconfiguration to house an expansion of the Communications Center and supporting spaces as part of this project.

The product of this study is to prepare conceptual designs and estimates of construction costs that can be used for future planning of construction projects.

Analysis

An architect, specializing in police facilities, is needed to provide technical assistance in the conceptual design process. A request for proposal was sent out to approximately fifty architectural firms. Seven proposals were received by the response deadline. Of these, INDIGO Architects and Ross Drulis Cusenbery submitted qualifications suitable for this project. Both firms were interviewed by members of the Police Department and Engineering and Transportation Department staff. City staff contacted other agencies regarding their experience working with these firms. INDIGO

Architects was ultimately selected based on their expertise, experience on similar projects and their demonstrated understanding of the City's project goals and budget constraints.

Current Agency Policies

2013-15 City Council Goal D: Provide quality public safety services and work in partnership with the community to keep San Leandro safe.

Applicable General Plan Policies

Goal 45.01 - Levels of Service: Maintain high-quality police and fire protection services through the most efficient and effective possible means.

Environmental Review

This project is Categorically Exempt per CEQA section 15301 (A) - Existing Facilities.

Fiscal Impacts

- The conceptual design phase for this project will cost \$91,749 and will be funded by existing allocations in account 210-18-131
- The subject contract is for \$72,000

Budget Authority

The South Office Space Planning for San Leandro Police Department Project will be funded with the money in account 210-18-131 that was allocated as part of the fiscal year 2012-13 budget

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