



## CITY OF COMMERCE AGENDA REPORT

**TO:** Honorable City Council

**FROM:** City Manager

**SUBJECT:** Approval of Professional Services Agreement for the Preparation of Plans, Specifications, and Engineer's Estimates for the Renovation of Bandini Library

**MEETING DATE:** May 30, 2023

---

### **RECOMMENDATION:**

The City Council will consider adopting a Resolution:

1. Approving a Professional Services Agreement (PSA) with John G. Cataldo Architects to provide professional services to prepare Plans, Specifications and Engineer's Estimate for the Renovation of Bandini Library;
2. Authorizing Project Management Services by Transtech Engineers; and
3. Appropriating \$3.00 from Measure AA Funds for the cost of professional services.

### **BACKGROUND:**

In 2017, AB Engineering completed a Facility Condition Assessment Report for Bandini Library which provides a summary of the facility information known at the time of the study, an equipment inventory, evaluation of the visually apparent condition of the property with a forecast of capital expenditures anticipated over the next 10 years. In 2022, IDS Architectural Group completed a Concept Design for the Bandini Library as a homework facility for the community. On February 12, 2023, Property Health, Inc. completed a Haz-Mat Survey Report which provided a summary of hazardous material and mold concerns including quantities, locations, removal, and disposal requirements for the planned pre-structure renovation.

The City supports renovating the existing Bandini Library and creating a Learning Center. The learning center will be a much-needed additional resource in the community that will provide educational support, resources, and equipment. This project will ensure that students have a safe and productive space to learn.

### **ANALYSIS:**

On April 7, 2023, the City issued a Request for Proposal (RFP) to retain a qualified

consulting firm for the preparation of plans, specifications and engineer's estimate for the complete renovation and upgrade of the Bandini Library with a due date of May 11, 2023. Four (4) firms submitted proposals, IDS Group, Inc., John G. Cataldo Architects, RADAR, INC., and SVA Architects, Inc. The proposals were evaluated based on an established criteria including compliance with RFP requirements, proposal quality, project understanding, approach, methodology and responsiveness, flexibility, experience of assigned staff including prior experience of working relationship of key team members in past similar projects, and schedule efficiency. Said criteria was included in the RFP. All firms submitted great proposals. Subsequently, staff discussed the John G. Cataldo Architects proposal with a Fee schedule of \$3.00 with John G. Cataldo and confirmed that his proposed fees are accurate and he would like to provide nearly free professional services on this important community project design. Considering that his proposal met the RFP requirements with adequate resources, staff recommends approval of a Professional Services Agreement with John G. Cataldo Architects with a fee of \$3.00.

By the same means, Transtech will provide project management services for this project pursuant to its on call services agreement at no cost to the City.

Staff recommends adoption of the attached Resolution which does the following:

1. Approves a professional service agreement with John G. Cataldo Architects, in the amount of \$3.00 and authorizes City Manager to execute any amendments to the agreement with John G. Cataldo Architects should it become necessary.
2. Authorizes Transtech Engineers, Inc. to proceed with Project Management at no cost to the City pursuant to their existing on-call agreement for consultant services.
3. Appropriates \$3.00 of Measure AA Funds for the cost of professional services.

#### **ALTERNATIVES:**

1. Approve staff recommendation
2. Disapprove staff recommendation
3. Provide further direction to staff

#### **FISCAL IMPACT:**

The total estimated cost of John G. Cataldo Architects contract including Transtech Engineer's project management services is **\$3.00**. An appropriation of \$3.00 from Measure AA Funds will be needed to cover the cost of the project.

#### **RELATIONSHIP TO STRATEGIC GOALS:**

This agenda item relates to the 2016 Strategic Plan

Infrastructure and Facilities:

Guiding Principle 3: Maintain and prioritize improvements to city facilities and infrastructure in accordance with adopted master planning documents including the Green Zone Implementation Plan to accomplish achievable annual and long-term goals.

Guiding Principle 4: Develop and invest in infrastructure and beautification projects that support economic growth.

Respectfully submitted: Edgar P. Cisneros, City Manager

Recommended by: Gina Nila, Department of Public Works

Reviewed by: Vilko Domic, Assistant City Manager

Approved as to form by: Noel Tapia, City Attorney

**ATTACHMENT:**

1. Resolution
2. Agreement