



AGENDA REPORT

TO: Edward D. Reiskin
City Administrator

FROM: G. Harold Duffey
Director Oakland Public
Works

SUBJECT: Main Library Feasibility Study
Consultant Award

DATE: May 2, 2022

City Administrator Approval 

Date: May 12, 2022

RECOMMENDATION

Staff Recommends That City Council Adopt A Resolution: 1) Awarding A Professional Services Agreement For Architectural Design Services To Esherick Homsey Dodge and Davis, Architects (EHDD) For An Amount Not-To-Exceed Six Hundred Thousand Dollars (\$600,000.00) To Prepare A Feasibility Study For An Expanded Or Relocated Main Library (Project No. 1004858), With An Option To Amend EHDD's Agreement To Provide Grant Support Services For An Amount Not-To-Exceed Four Hundred Thousand Dollars (\$400,000.00) Upon Identification Of Additional Funding; 2) Authorizing The City Administrator To Apply For, Accept And Appropriate Future Grant Funds To Support The Design And Construction Of An Expanded Or Relocated Main Library; And 3) Adopting Appropriate California Environmental Quality Act (CEQA) Findings.

EXECUTIVE SUMMARY

Approval of this resolution will authorize the City Administrator to enter into a professional services agreement with EHDD for an amount not-to-exceed six hundred thousand dollars (\$600,000.00) to prepare a feasibility study of options for either expanding or relocating the Oakland Main Library. This resolution also requests authorization to amend EHDD's agreement to provide grant support services for an amount not-to-exceed four hundred thousand dollars (\$400,000.00) as additional funding becomes available. These grant support services will enable the Oakland Public Library to respond quickly to grant opportunities that support the project to expand or relocate the Main Library. This resolution will also authorize the City Administrator to apply for, accept and appropriate future grant funds to support the implementation of the feasibility study recommendations for this Project.

A Request For Proposals (RFP) was issued on July 9, 2021 seeking proposals from qualified consultant teams to prepare a feasibility study for an expanded or relocated Main Library, to provide grant support services, and to provide full design, bid-award support and construction support services, contingent upon sufficient project funding. At this time, project funding is available for performing the feasibility study.

BACKGROUND / LEGISLATIVE HISTORY

The Main Library (Main) is the flagship facility for the Oakland Public Library system. The building was designed in the 1930's but did not open to the public until 1951 due to war-time construction delays. The current 82,500 square foot Main is vastly undersized for the size of the community and library system support services needed. A 2006 Master Facilities Plan (Plan) identified the need for a revitalized and expanded Main to better serve the residents of Oakland. The Plan recommended a Main Library ranging in size from 120,000 to 160,000 square feet, nearly twice the size of the current building. The project is located in Council District 2 directly bordering Council District 3. (***Attachment A – Project Location Map***)

The Main Library Feasibility Study is funded by The Infrastructure and Housing Bonds measure (Measure KK) passed in November 2016 by over two-thirds of the qualified voters to improve public safety and invest in neighborhoods. In October 2018, the City Council adopted Resolution No. 87376 C.M.S. approving an updated prioritization process to fund projects in the Fiscal Year 2019-21 Capital Improvement Program. The feasibility study project scored highly under this prioritization process and was allocated Measure KK funding for the study.

ANALYSIS AND POLICY ALTERNATIVES

In accordance with Oakland Municipal Code (OMC) 2.04.051 and the provisions of Administrative Instruction 150 for Professional Services Contracts, a Request For Proposals (RFP) was issued on July 9, 2021 seeking proposals from qualified consultant teams with solid technical expertise and strong experience with inclusive outreach and community engagement to prepare a feasibility study for an expanded or relocated Main Library (Main). On September 10, 2021, Public Works Capital Contracts Division (OPW-CCD) received three proposals. The Department of Workplace and Employment Standards (DWES) completed their analysis on December 7, 2021. (***Attachment B – Compliance Analysis***)

A five-member panel comprised of two Oakland Public Library (OPL) staff members, one Oakland Public Works (OPW) staff member, and two representatives from Friends of the Oakland Library (FOPL) reviewed and scored the proposals based on the scoring criteria described in the RFP and recommended that all three firms be invited to interview on October 28, 2021. The interview evaluation criteria for the selection included the following:

- Defining intentional, inclusive community engagement and strategies to expand Outreach.
- Describing their approach and key stakeholders in community engagement for this project, including methods to seek and incorporate citywide community feedback.
- The team's experience with historic buildings, adaptive reuse considerations, and anticipating potential issues.
- Strategy to develop an implementable roadmap for advancing the expansion or relocation of the Main Library.
- Experience with developing a Needs Assessment that balances the current and future needs of its patrons, staff, etc..
- Experience with designing a net-zero energy libraries or other buildings.

Based on the proposal reviews and interview process, the panel recommended EHDD and their consultant team to be the most qualified and most responsive to the RFP to conduct the Main Library feasibility study, and provide full design, bid-award, and construction support services pending future funding availability.

Staff completed scope of work negotiations with EHDD in March 2022 and based on the negotiations EHDD will meet or exceed the City's Local and Small Local Business Enterprise program (L/SLBE) as a condition of receiving a contract, along with complying with the other pertinent City's contracting policies and requirements. OPW will work with DWES to ensure compliance by EHDD and their subconsultant team during the contract execution process for the feasibility study and for any subsequent contract amendments.

Approval of this resolution advances the Citywide priority to support **vibrant, sustainable infrastructure**. The current Main Library is greatly undersized to accommodate all the public services and internal library system support services. Key building systems have all reached the end of their useful life and are cost-prohibitive to replace. The feasibility study is crucial step toward a future expanded or relocated Main Library that will be designed to meet the community's needs for library services and the operational needs of the Library department through a thoughtful community engagement strategy.

FISCAL IMPACT

The Main Library Feasibility Study project is funded by Measure KK in the Fiscal Year 2019-21 Capital Improvement Program. The contract funding source is as follows:

FUNDING SOURCE	AMOUNT
Measure KK Fund (5332); Project (1004858); Capital Projects Organization (92270); Consultant Contract Account (tbd); Award (23687); Program (IN06)	\$100,000.00
Measure KK Fund (5335); Project (1004858); Capital Projects Organization (92270); Consultant Contract Account (tbd); Award (23940); Program (IN06)	\$500,000.00

The recommendations of the feasibility study will provide the crucial framework and community engagement needed for City staff to seek potential federal, state, local, and private funding for commencing design phase services through construction. Approval of this resolution will also authorize the City Administrator to apply for, accept and appropriate future grant funds to support the implementation of the feasibility study recommendations for this Project.

PUBLIC OUTREACH / INTEREST

For this professional services RFP solicitation, OPW-Project & Grant Management Division (OPW-PGM) worked with OPW's Capital Contract Division (OPW-CCD) and the Department of

Workplace and Employment Standards on performing public outreach through the enhanced notifications, legal ads, and pre-proposal meeting.

As part of the enhanced notification and the Capital Contract Equity Initiative for OPW, public outreach engagement includes outreach to professional organizations representing women-owned and African American-owned firms. Groups were identified in the 2019 Mason Tillman Disparity Study as firms not receiving a proportional amount of contracting dollars from the City of Oakland. Specifically, OPW-CCD shares notifications with an established disparity outreach list of local women-owned, African American, and other global majority associations such as the National Association of Women Business and Owners and the National Black Contractors Association of California.

In addition, notifications of solicitations were distributed by the City's iSupplier system, which was utilized to notify Oakland-certified local and non-local professional service providers (e.g., landscape architects, architects, engineers, contractors, and planning firms); regional trade and business groups, including the Oakland Metropolitan Chamber of Commerce, Oakland Black Board of Trade & Commerce, Bay Area Business Roundtable, and Construction Bidboard. Companies that register in iSupplier wait a few days before receiving access to review proposal requests in this system. If a company enters a North American Industry Classification System (NAICS) code, they are being notified about projects with this code.

In addition to iSupplier and the established disparity outreach list, OPW-CCD also utilizes CIPList.com, a free, web-enabled site to announce and distribute solicitations. It is used to push out notifications to plan rooms and builders' exchanges such as ARC North America, Builders Exchange of Alameda County, Contra Costa Builders Exchange, Dodge Data & Analytics, East Bay Blueprint, East Bay Blueprint, iSqFT, Northern California Electrical Construction Industry, Peninsula Builders Exchange, San Francisco Builders Exchange, and Solano-Napa Builders Exchange. Through CIPList.com, any company or entity may register to be automatically notified of all City of Oakland solicitations without restrictions.

The legal notice for the RFP was advertised on June 18, 2021. OPW-CCD included printed legal notices in the East Bay Times and Oakland Post. In addition, information about the project was published in El Mundo, Daily Pacific Builder, World Journal, and the Korea Times publications to supplement and ensure the information reaches Local Business Enterprise and Small Local Business Enterprise (LBE/SLBE) in Black, Indigenous, People of Color (BIPOC) communities with potential contractors/consultant.

OPW-CCD held a virtual pre-proposal meeting in partnership with the Workplace & Employment Standards Department and the Project Manager on July 15, 2021, with approximately twenty-eight firms in attendance. The meeting served a few purposes: to discuss the current RFP solicitation, to discuss with potential consultants how contracts are established with the City, and to allow for opportunities for consultants to network and partner on this RFP.

Finally, upcoming projects and current projects accepting submissions are on OPW's webpage. As part of our equity initiative, OPW-CCD will partner with the Business Assistance Center to identify grant funding to establish a Contract Assistance Center to help guide contractors with the City's contracting process.

COORDINATION

The work to be done under this contract has been coordinated with OPL, DWES, the Budget Bureau, and appropriate divisions within OPW.

This report and the resolution have been reviewed for form and legality by the Office of the City Attorney.

SUSTAINABLE OPPORTUNITIES

Economic: The contract will provide economic opportunities for the consultant team's L/SLBE firms. The contract work will generate business tax, sales tax, and other revenues for the City by those firms who work on the project. Local businesses will be utilized on the projects and will benefit directly.

Environmental: The consultant will be required to evaluate the historical significance and issues associated with expanding the existing Main Library building as one of the options. If the consultant's work is amended to include design services, the consultant will be required to incorporate the City's environmental and sustainability design requirements and guidelines into the project.

Race & Equity: The feasibility study will support the Oakland Public Library's mission to provide services to Oakland residents and patrons of all ages, races and abilities that enhance the equitable disbursement of Library services, programs, staffing, facilities, technology and resources in order to decrease disparities in life outcomes of marginalized communities and to facilitate equity of opportunity throughout Oakland.

CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA)

The project is exempt from CEQA pursuant to CEQA Guidelines Sections 15268 (Ministerial Projects), 15183 (Projects Consistent with a Community Plan, General Plan or Zoning), 15302 (Replacement or Reconstruction), 15303 (Small Structures), 15304(h) (Minor Alterations to Land), and/or 15061(b)(3) (No Significant Effect on the Environment). Each of the above exemptions provides a separate and independent basis for CEQA compliance.

Along with the submittal of any grant application submitted in connection with this resolution to support the design and construction of an expanded or relocated Main Library, the CEQA determination will be completed to meet grant requirements as well as during project implementation if funded.

ACTION REQUESTED OF THE CITY COUNCIL

Staff Recommends That City Council Adopt A Resolution: 1) Awarding A Professional Services Agreement For Architectural Design Services To EHDD For An Amount Not-To-Exceed Six Hundred Thousand Dollars (\$600,000.00) To Prepare A Feasibility Study For An Expanded Or Relocated Main Library (Project No. 1004858), With An Option To Amend EHDD's Agreement To Provide Grant Support Services For An Amount Not-To-Exceed Four Hundred Thousand Dollars (\$400,000.00) Upon Identification Of Additional Funding; 2) Authorizing The City Administrator To Apply For, Accept And Appropriate Future Grant Funds To Support The Design And Construction Of An Expanded Or Relocated Main Library; And 3) Adopting Appropriate California Environmental Quality Act (CEQA) Findings.

For questions regarding this report, please contact Calvin Hao, Project Manager, at (510) 238-7395.

Respectfully submitted,



G. HAROLD DUFFEY
Director, Oakland Public Works

Reviewed by:
Denise Louie, Acting Assistant Director
Bureau of Design and Construction

Prepared by:
Calvin Hao, Project Manager
Bureau of Design and Construction

Attachments (2):

- A: Project Location Map
- B. Compliance Analysis

