

CITY OF OAKLAND

AGENDA REPORT

TO: Edward D. Reiskin
City Administrator

FROM: David Ferguson
Interim Director, Public Works

SUBJECT: Award Professional Services
Agreement for New Fire Station 4
Project

DATE: July 6, 2020

City Administrator Approval 

Date: Jul 23, 2020

RECOMMENDATION

Staff Recommends That City Council Adopt A Resolution Authorizing The City Administrator, Or Designee, To Award And Execute A Professional Services Agreement For Architectural And Engineering Design Services With Loving Campos Associates Architects (LCAA) For An Amount Not-To-Exceed One Million Five Hundred Thousand Dollars (\$1,500,000.00) For The New Fire Station 4 Project (No. 1003435); And 2) Approve The Reallocation Of One Million Two Hundred Thousand Dollars (\$1,200,000.00) From The Measure KK - Affordable Housing and Infrastructure Bond Series 2 (Fund 5332), Fire Station 29 Project (No. 1004854) To The Fire Station 4 Project (No. 1003435).

EXECUTIVE SUMMARY

Approval of this resolution will authorize the City Administrator to enter into a professional services agreement with Loving Campos Associates Architects (LCAA) for architectural and engineering design services for the development of a new Fire Station 4 with existing funding of \$300,000.00 for the Fire Station 4 project and reallocated funding of \$1,200,000.00 from the Fire Station 29 project, for a total amount of \$1,500,000.00.

The project scope anticipates the construction of a new fire station of approximately 11,000 square feet and all associated site work. A potential site has been identified, but must be reviewed and evaluated in conjunction with a public engagement process. The overall professional services scope will include planning, programming, facility requirements assessment, and design through construction support services for the project.

BACKGROUND / LEGISLATIVE HISTORY

The City's Fire Station 4 has been at the 1235 International Boulevard location since the 1860s. After the great earthquake of 1906, it was rebuilt in 1909 and received a major retrofit in the late 1990s. Over the past 111 years, fire response service has changed dramatically to not only respond to fires, but also medical emergencies, vehicle accidents, technical rescues, hazardous material handling, water rescues, and other disaster-related responses. Associated with these increased responsibilities has been the need for technologically advanced equipment and updated facilities to meet current demands.

City Council
July 28, 2020

The City needs to replace the existing aging Fire Station and to address the current design requirements for a facility equipped to meet current firefighting and rescue demands as well as meet fire facility codes to accommodate adequate sleeping quarters and functional support spaces.

In November 2016, the \$600 million Measure KK infrastructure bond was passed by the voters of Oakland, and on June 19, 2017, City Council approved Resolution No. 86773 C.M.S., for various capital improvement projects. Feasibility Studies for both Fire Stations 4 and 29 were identified under Measure KK, Series 1, and \$1,000,000.00 was appropriated in Fund (5330), Award (23523), Capital Projects Organization (92270), Project (1003435), Program (IN06).

In March 2020, under Resolution No. 88066 C.M.S., Council approved a reallocation of \$430,000 of the feasibility project funds to complete existing Fire Station Concrete Apron and Driveway replacement project (No. 1003436).

While a site has been identified for Fire Station 29, a feasible site has yet to be determined for Fire Station 4, and \$300,000.00 remains available from the initial appropriation in FY2016-17 for consultant contract award.

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) for design and engineering services for Master Planning through Construction Administration was issued on January 31, 2020, seeking a consultant team most suitable for the proposed project. On March 13, 2020, Public Works Contract Services received four (4) proposals.

A four (4) member review panel was formed, comprising of one staff member from the following: Oakland Fire Department, Planning & Building Department, Public Work's Facilities Services, and Project & Grant Management. The review panel ranked the proposals based on the quality and content of the proposals and recommended all four (4) firms for interview on April 27, 2020. The interview evaluation criteria for the selection included the following:

- Project Management / Relevant Experience
- Design Approach / Project Understanding
- Communication / Coordination Ability
- Design Approach/Project Understanding
- Project Team Experience

Based on the proposal review process and interviews, the highest-ranked firm was LCAA, a local Oakland firm, and its consultant team. LCAA has a proven track record of successfully delivering municipal and public projects throughout the Bay Area, including numerous fire stations in the cities of San Pablo, Concord, Walnut Creek, and Vacaville.

The City Administrator's Office – Contracts and Compliance Department completed their analysis on May 11, 2020 (see **Attachment A – Compliance Analysis** for details). LCAA

exceeds the City's Local Business Enterprise/Small Local Business Enterprise program (LBE/SLBE), with seventy percent (70%) for Local Business Enterprise and four percent (4%) for Small Local Business Enterprise for a total of seventy-four percent (74%).

LCAA's proposed scope of work will include feasibility studies, along with design and construction support, for Fire Station 4. Their total contract is \$1,500,000.00, including project contingencies, and with the existing \$300,000.00 from the initial appropriation in FY2016-17, Fund (5330), Award (23523), Capital Projects Organization (92270), Consultant Contract Account (54411), Project (1003435), Program (IN06), there is \$1,200,000.00 gap.

In FY2019-21, \$7,000,000.00 was approved and appropriated for Fire Station 29 under Measure KK Series 2, Fund (5332), Award (23687), Project (1004854). The funds were initially anticipated for potential site acquisition for Station 29. However, since a city-owned site has been identified, and to maximize the use of Measure KK Bond funds to meet Fire Department capital program goals, part of the appropriated funds is recommended to be utilized for Fire Station 4 in order to advance the new Station 4 project. Both stations are priority projects, and the Fire Department concurred with the staff recommendation to reallocate part of the Fire Station 29 fund to advance Fire Station 4 project site feasibility and design.

FISCAL IMPACT

Approval of this resolution authorizes the City Administrator to award a professional services agreement contract to Loving Campos Associates Architects (LCAA) in an amount not-to-exceed one million five hundred thousand dollars (\$1,500,000.00) for architectural and engineering design services for the First Station 4 Project (No. 1003435); and authorize the reallocation of one million two hundred thousand dollars (\$1,200,000.00) from the Fire Station 29 project (No. 1004854), Measure KK - Affordable Housing and Infrastructure Bond Series 2 (Fund 5332).

Funding is available for reallocation from Fund (5332), Award (23687), Capital Projects Organization (92270), Fire Station 29 Project (1004854), Program (IN06), to bridge the \$1,200,000.00 gap.

Available funding for the professional services agreement contract in the following funding sources:

FUNDING SOURCE	AMOUNT
Measure KK Series 1 Bond Fund (5330); Capital Projects Organization (92270); Fire Station 4 Project (1003435); Award (23253); Program (IN06)	\$300,000.00
Measure KK Series 2 Bond Fund (5332); Capital Projects Organization (92270); Fire Station 29 Project (1004854); Award (23687); Program (IN06)	\$1,200,000.00
Total Available Funding	\$1,500,000.00

PUBLIC OUTREACH / INTEREST

OPW-P&GM engaged OPW Contract Services and the Office of the City Administrator - Contract & Compliance Division for assistance with the Professional Services RFP process. The RFP was advertised on January 31, 2020. Notifications were distributed by several means:

- OPW held a joint forum with the Contract & Compliance Department on February 4, 2020, with twenty-two persons in attendance either physically or virtually.
- The City of Oakland *iSupplier* system, which includes City certified landscape architecture, engineering, and planning firms, registered professional services providers, plan rooms and builder's exchanges including the Oakland Metropolitan Chamber of Commerce, Oakland Black Board of Trade & Commerce, Bay Area Business Roundtable, and Construction Bidboard.
- Posting on CIPlist.com, which distributes to registered plan rooms and builders' exchanges widely accessed and redistributed by other listserv business organizations that provide notice of RFQ/P opportunities to local firms.
- Printed legal notices in the EastBay Today, Oakland Post, El Mundo, World Journal, and the Korea Times.
- OPW staff contacted several additional architectural firms throughout northern California that have been leads on the design and construction of fire stations and training centers in other cities and counties.

COORDINATION

The work to be done under this contract has been coordinated with the Oakland Fire Department along with the appropriate divisions within OPW, including the proposed reallocation of funds from Fire Station 29 to Fire station 4. The proposed agreement also has been analyzed by the City's Contract and Compliance Department.

This report and the resolution have been reviewed for form and legality by the Office of the City Attorney, the Budget Bureau, and the Compliance Division of the City Administrator's Office.

SUSTAINABLE OPPORTUNITIES

Economic: This project replaces the aging City infrastructure. The consultant is verified for LBE/SLBE participation by the Social Equity Division of the Department of Contracting and Purchasing. The primary consultant is a local Oakland firm and is hiring four sub-consultant firms locally. The project 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 incorporate the City's environmental and sustainable design requirements and guidelines into the project, which will continue to support the City's objective for a sustainable Oakland. The new building targets LEED Silver as a minimum and LEED Gold as the target sustainability certification level. As the design proceeds, consideration to address City resiliency will also be reviewed and implemented where applicable.

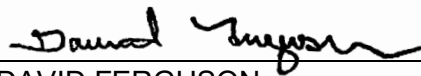
Race & Equity: The proposed architecture design services contract will enhance the fire station's ability to meet current design requirements to service City's residents, who are in a high disadvantaged index area. Also, the new facility will be designed to provide code-compliant living quarters and bathrooms for all fire staff and comply with the Americans with Disabilities Act (ADA).

ACTION REQUESTED OF THE CITY COUNCIL

Staff recommends that City Council adopt a resolution authorizing the City Administrator, or designee, to award and execute a professional services agreement for architectural and engineering design services with Loving Campos Associates Architects (LCAA) for an amount not-to-exceed one million five hundred thousand dollars (\$1,500,000.00) for the new Fire Station 4 project (No. 1003435); and approve the reallocation of one million two hundred thousand dollars (\$1,200,000.00) from the Measure KK Series 2 Bond (Fund 5332): Fire Station 29 project (No. 1004854), to the Fire Station 4 project (No. 1003435).

For questions regarding this report, please contact MI KYUNG LEW, CAPITAL IMPROVEMENT PROJECT (CIP) COORDINATOR, at (510) 238-3087.

Respectfully submitted,



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Interim Director, Oakland Public Works

Reviewed by:
Matthew Lee, P.E., Interim Assistant Director
Bureau of Design & Construction

Lily Soo Hoo., Division Manager
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Prepared by:
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Project & Grant Management Division

Attachments (1):

A: Contract Compliance Memo, May 11, 2020