



# City of Culver City

## Staff Report Details (With Text)

**File #:** 18-0112      **Version:** 1      **Name:** Select Architect for CH Landscaping  
**Type:** Minute Order      **Status:** Action Item  
**File created:** 7/27/2017      **In control:** City Council Meeting Agenda  
**On agenda:** 9/25/2017      **Final action:**  
**Title:** CC - (1) Consideration of Phase Two Proposals from SWA Group and wHY Architects; and (2) Selection of a Firm and Approval of an Agreement with the Selected Firm to Implement the City Hall Landscaping Replacement and Centennial Garden Project

**Sponsors:**

**Indexes:**

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**Attachments:** 1. 17-09-11 CC ATT CH Landscaping and Centennial Garden Project RFP, 2. 17-9-11 CC ATT CH Landscaping and Centennial Garden WHY Conceptuals, 3. 17-09-11 CC ATT CH Landscaping and Centennial Garden SWA Group Conceptuals, 4. 17-09-11 CC ATT Phase II Proposal - SWA, 5. 17-09-11 CC ATT Phase II Proposal - WHY, 6. 17-09-11 CC ATT SWA PowerPoint Presentation of 8-30-17 Reduced, 7. 17-09-11 CC ATT WHY PowerPoint Presentation of 8-30-17 reduced, 8. 17-09-25 CC ATT WHY Fee Schedule Clarifications

Date	Ver.	Action By	Action	Result
9/25/2017	1	City Council Meeting Agenda		

### **CC - (1) Consideration of Phase Two Proposals from SWA Group and wHY Architects; and (2) Selection of a Firm and Approval of an Agreement with the Selected Firm to Implement the City Hall Landscaping Replacement and Centennial Garden Project**

**Meeting Date:** September 25, 2017

**Contact Person/Dept:** Joe Susca/Public Works Administration

**Phone Number:** 310-253-5636

**Fiscal Impact:** Yes  No       **General Fund:** Yes  No

**Public Hearing:**       **Action Item:**       **Attachments:**

**Review Committee Action Required:** Yes  No       **Dates:** July 11 and 26, 2017

**Public Notification:** (E-Mail) Meetings and Agendas - City Council (09/20/2017); (Internet Post) Next Door (09/20/2017); (E-Mail) Subscribers of the Sustainability and the Environmental Issues and the Environmental Programs and Events distribution lists (09/20/2017); (E-Mail) Members of the public who pulled speaker cards and/or submitted written comments on this topic during the meetings of August 8, 2016, November 28, 2016, May 30, 2017 and August 30, 2017 (09/20/2017); (E-Mail) wHY Architects Los Angeles, SPF/MLA, Griffin Enright, SWA Group (09/20/2017); Members of the Review Committee formed to oversee the City Hall Landscaping Replacement and Centennial Garden Project (09/20/2017).

**Department Approval:** Charles D. Herbertson Public Works Director/City Engineer (08/31/17)

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## **RECOMMENDATION**

Staff recommends the City Council (1) review the phase two proposals received by wHY Architects and SWA Group; and (2) select one of these firms, and approve an agreement with the selected firm, to implement the City Hall Landscaping Replacement and Centennial Garden Project.

## **BACKGROUND**

On November 28, 2016 the City Council formed an Ad Hoc Subcommittee comprised of Vice Mayor Small and Council Member Clarke to oversee a design competition amongst City architects to prepare plans for a Centennial Garden to memorialize the City's 100<sup>th</sup> year anniversary and to replace City Hall's landscaping with drought-tolerant plantings (the "Project").

On May 30, 2017 the City Council approved the content of a Request for Proposals (RFP) and its release to architectural firms invited to prepare competing conceptual plans for the Project (See Attachment No. 1 - RFP).

The RFP required the firms to respond in the following two phases: In the first phase, all the firms were invited to submit conceptual plans for the Project. In the second phase, those selected as finalists were invited to submit a proposal that includes an implementation schedule and outlines the cost to execute their concept. The RFP requires them to breakdown their fees to prepare i) a drought-tolerant plant palette; ii) irrigation system modifications; iii) a storm water retention system and drainage plan; iv) a watering schedule; v) construction documents; vi) bid documents and vii) a landscape maintenance plan. The finalists were also required to prepare cost estimates to build the Project in three separate phases and to aid staff in evaluating the bids received to determine which landscape contractor to recommend hiring to construct the Project.

A nine-member Project Review Committee (Committee) was formed to evaluate the competing conceptual plans that is comprised of the following members:

- Patrick Reynolds, Parks, Recreation and Community Services Department
- Charles Herbertson and Joe Susca, Public Works Department
- Christine Byers, Cultural Affairs
- Vice Mayor Thomas Small and City Council Member Jim Clarke
- Len Dickter, Cultural Affairs Commissioner
- Darrel Menthe, Culver City Centennial Celebration Committee Member
- Julie Lugo Cerra, Culver City Historical Society

Upon conclusion of their interviews, the Committee selected SWA and wHY as the finalists and invited them to present their conceptual plans to the City Council and to prepare phase two proposals (see Attachments No. 2 and 3 -- wHY and SWA phase one and two proposals).

On August 30, 2017, the City Council received conceptual plan presentations from the two finalists and obtained feedback on their designs from members of the community (see Attachment No. 4 - August 30, 2017 SWA and wHY PowerPoint presentations.)

## **DISCUSSION**

### **Phase Two Proposals:**

The two finalists submitted the following timelines and cost estimates to complete the tasks contained in phase two of the RFP, which costs are based on implementing their own, unique concept:

### **wHY: \$750,000 Plan Development and Phase One Construction -- Breakdown:**

1. **Master Plan and Concept Design for full City Hall Site:** \$60,000 to conduct stakeholder outreach, program, and Master Plan resulting in a refined Concept Design for the entire site (all construction phases) with input from staff, the City Council, the community, and wHY's advisory team. Duration three (3) months.
2. **Lafayette Place Construction Budget Target:** \$600,000 to construct the Lafayette Place facing side (phase one construction).
3. **Masterplan Execution:** Phase two and three construction costs will be determined when those phases are more clearly defined when the Master Plan is prepared with input from staff, the community, the City Council, and wHY's advisory team. The wHY architectural fee to execute any phase of the Master Plan with tasks outlined in the RFP will be 15% of the total cost to construct all phases of the entire Project (for example, 15% of the \$600,000 Lafayette Place facing side construction is \$90,000). The 15% fee however, excludes additional costs associated with hiring specialty consultants such as a surveyor, civil engineer, lighting designer, irrigation design, permitting, soils and geotechnical engineering services.

### **SWA: \$768,000 -- Breakdown:**

1. \$84,000 to complete the tasks contained in phase two of the RFP in six months.
2. \$684,000 total construction costs over the following three phases:
  - a. \$117,000 for phase one construction (Lafayette Place side).
  - b. \$164,000 for phase two construction (Center courtyard).
  - c. \$403,000 for phase three construction (Duquesne Avenue side).

## **FISCAL ANALYSIS**

The 2017/18 Fiscal Year budget includes CIP No. PF-019 *City Hall Centennial Garden* amounting to \$546,000 in General Funds to complete the Project with a \$138,183 carry-over from CIP-PO-002 *Water Conservation Programs* for a grand total of \$684,183 available to complete the Project.

Sufficient funds exist in CIP-PO-002 to enter into an agreement with SWA or wHY to complete the architectural plans for the Project. However, based upon the two firms cost estimates and the actual construction bids received, it may be necessary to increase the budget to construct the Project. This cost may be somewhat offset by funds raised by the Culver City Centennial Celebration Committee

for the Centennial Garden.

## **ATTACHMENTS**

1. Request for Proposals - City Hall Landscaping Replacement and Centennial Garden Project
2. SWA and wHY Phase One Proposals
3. SWA and wHY Phase Two Proposals
4. August 30, 2017 SWA and wHY PowerPoint Presentations

## **MOTIONS**

That the City Council:

1. Review the phase two proposals received from wHY and SWA, and
  - a. Approve an agreement with wHY in an initial amount not-to-exceed \$150,000 [(\$60,000 to complete a concept design exercise and to prepare a Master Plan for the entire site plus \$90,000 to prepare architectural plans for Phase One's construction (the Lafayette Place facing side)]; plus 15% of the construction cost to build the remaining two phases of the Project; plus specialty consultant costs in an amount to be determined; **OR**
  - b. Approve an agreement with SWA in the amount not-to-exceed \$84,000 to prepare architectural plans for the Project; and
2. Authorize the Public Works Director/City Engineer to approve amendment(s) to the agreement increasing the not-to-exceed amount by up to 15% of the original agreement as a contingency if deemed necessary; and
3. Authorize the City Attorney to review/prepare the necessary documents; and
4. Authorize the City Manager to execute such documents on behalf of the City.