



County of Santa Cruz

Department of Public Works

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 John J. Presleigh, Director of Public Works

Meeting Date: November 14, 2017
Date: October 27, 2017
To: The Board of Supervisors
From: John Presleigh, Director
Subject: Approve Consultant Agreement for the Santa Cruz County Library Renovation Projects

With voter approval of Measure S for Libraries, the County is now engaged in implementing a program to build and renovate County branch libraries operated by the Santa Cruz Public Libraries (SCPL) Joint Powers Authority. The Department of Public Works is currently in the process of initiating the design for library renovation work on the La Selva Beach, Boulder Creek, and Live Oak branches. As a first step, on August 8, 2017, your Board approved a Request for Qualification (RFQ) to develop plans for the renovation work of these branches. At that time, your Board directed staff to return on November 14, 2017, with a consultant contract for architectural services. The purpose of this report is to consider an Independent Contractor Agreement (ICA) for design services for the Santa Cruz County Library Renovation Project for the La Selva Beach, Boulder Creek and Live Oak Branches.

RFQ Process

On August 9, 2017, the Department of Public Works staff issued the RFQ titled Santa Cruz County Library Renovation Project for the La Selva Beach, Boulder Creek, and Live Oak Branches. Submissions were due on August 30, 2017, and two (2) proposals were received from qualified firms. A selection committee that included County and Santa Cruz Library staff evaluated and ranked the consultant proposals using the selection criteria outlined in the RFQ. Of the two firms, one was interviewed by the selection committee, and it was determined that Jayson Architecture was the most qualified for the project. Jayson Architecture demonstrated successful project experience that was similar in scope to the County's Library Renovation projects, has employed successful cost saving strategies on past projects, demonstrated thoughtful and innovative design, and provided glowing references from past library projects within the greater Bay Area. Therefore, it is recommended by the selection committee to retain Jayson Architecture for this project.

Contract for Consultant Services

Attached for your consideration is an Independent Contract Agreement (ICA) with Jayson Architecture that includes architectural and engineering design services for the improvements at all three branches. Work will include preliminary design, preparation of construction and bidding documents, and the development of cost estimates. Stakeholder and community meetings will be scheduled during the preliminary design phase of work at each branch and the consultant will identify opportunities for donor funded enhancements. The intent is to retain Jayson Architecture for all phases of work, including the bidding and construction administration support phases. Staff intends to return to the Board in fall 2018 with a contract amendment for bidding and construction administration support phases, once the project scope and schedules have been finalized. These services will be provided by the consultant in the not-to-exceed amount of \$108,200. Sufficient funds are available in GL Key 191404 (La Selva Beach Library), GL key 191402 (Boulder Creek Library), and GL Key 191405 (Live Oak Library).

It has been determined by the selection committee that Jayson Architecture is an excellent fit for the described library renovation project and is well suited for the tasks listed above. An alternative schedule is proposed by the consultant which consolidates preliminary design and construction document work tasks for all three branches. Public Works intends to return to your Board before the end of the fiscal year for approval of the Preliminary Design documents.

It is therefore RECOMMENDED that your Board:

1. Approve the attached Independent Contract Agreement with Jayson Architecture, for architectural services for the Santa Cruz County Library Renovation Project for the La Selva Beach, Boulder Creek, and Live Oak Branches, in the not to exceed amount of \$108,200; and
2. Authorize the Director of Public Works to sign the contract on behalf of the County.

Submitted by:


John Fresleigh, District Engineer 11/3/2017

Recommended:

Carlos J. Palacios, County Administrative Officer

Attachments:

- a Jayson Architecture ICA
- b ICA Exhibit A - Scope
- c ICA Exhibit B - Fee
- d Insurance
- e Jayson W9

f ADM 29 agreement 18D0228
g Contract Fund Distribution