AGENDA ITEM NO. 6.a.

# **City of Garden Grove**

#### INTER-DEPARTMENT MEMORANDUM

To:

Matthew J. Fertal

From:

Kimberly Huy

Dept.:

City Manager

Dept.:

Community Services

Subject: AWARD OF CONTRACT

Date:

August 26, 2014

TO LPA, INC. FOR DESIGN SERVICES FOR THE RENOVATION OF THE GARDEN GROVE

COMMUNITY MEETING CENTER

#### **OBJECTIVE**

To request that the City Council award an architectural and engineering design contract to LPA, Inc. to prepare the plans for the interior of the Garden Grove Community Meeting Center (CMC).

## **BACKGROUND**

At the June 10, 2014, City Council Study Session, staff presented information and conceptual renderings for renovation of the CMC. At that session, the City Council directed staff to obtain proposals for design services for the project

#### DISCUSSION

On July 17, 2014, a Request for Qualifications (RFQ) was released to vendors that would be interested in providing architectural and engineering services for the design of the renovations of the CMC. There were four qualified proposals received and opened on August 7, 2014. The Source Selection Committee (SSC) ranked each proposal submitted with the higher number being the higher ranking. The list below indicates the name of the architectural company and scores assigned by the SSC.

Vendors in Alpha Order	Proposal Rating
Archetype International	4.11
Crane Architectural Group	3.75
Environ Architecture	3.40
LPA, Inc.	4.54

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Based upon the scores of the proposals evaluated, the SSC has identified LPA, Inc. as the most qualified architectural firm to prepare the plans for the renovation of the CMC.

## FINANCIAL IMPACT

The total cost for the preparation of the plans for the CMC renovations will be \$126,240. There are sufficient funds available within the Park Fees Fund to fund this project.

#### RECOMMENDATION

It is recommended that the City Council:

- Approve the Agreement LPA, Inc. for the preparation of design plans for renovation and of the Garden Grove Community Meeting Center, in the amount not to exceed \$126,240; and
- Authorize the City Manager, or his designee, to sign and execute the Agreement on behalf of the City, including making minor modifications as appropriate and necessary.

Community Services Director

By: Janet Pelayo Manager

By: Marti Carroll

Community Meeting Center Senior Administrative Aide

Attachment: Agreement

Recommended for Approval

Matthew J. Fertal

City Manager

# AGREEMENT NOT AVAILABLE AT THE TIME THE PACKET WAS PRINTED.

# CONTACT THE CITY CLERK'S OFFICE ON MONDAY TO RECEIVE A COPY

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