

REPORT TO THE CITY COUNCIL

DATE: JUNE 22, 2011

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM GREG RAMIREZ, CITY MANAGER

**BY: NATHAN HAMBURGER, ASSISTANT CITY MANAGER
CHRIS DODD, PUBLIC WORKS PROJECT MANAGER**

**SUBJECT: AUTHORIZATION TO SOLICIT REQUESTS FOR QUALIFICATIONS
AND PROPOSALS FOR DESIGN AND ARCHITECTURAL SERVICES
FOR THE NEW RECREATION CENTER**

On November 14, 2007, the City Council approved a professional services agreement with CWA, Inc. to perform a site feasibility study for the new Agoura Hills Recreation Center. With the ground lease set to expire in 2014 on the current recreation center, the purpose of the study was to identify viable sites and their potential of becoming a recreation center with adequate square footage.

During the feasibility study, a community workshop was held to receive feedback from residents on elements they would like to see in a new Recreation Center. Seniors, teens and cultural arts were at the top of the list, among many other suggestions. With a slowing economy, community members suggested the City purchase an existing building that would provide the necessary facility to house all of the components of the Agoura Hills Recreation Center.

The Council took these community recommendations, and on June 16, 2011, the City of Agoura Hills closed escrow on an existing building located at 29900 Ladyface Court. At 4.4 million dollars, this particular piece of property is an excellent opportunity for the City of Agoura Hills, not only from a price perspective, but also the location as well. The proximity would complete a true Civic Center, joining the Agoura Hills City Hall and Library with the Recreation Center. Although this is a fantastic opportunity for the City, rehabilitation of the property is necessary as it is currently not in "move in" condition.

The current Recreation Center provides a variety of community services to tots, youth, teens, adults, and seniors, daily. Residents and visiting community members include seniors who need help in preparing their taxes, adults who desire to sign up a toddler for their first class, or a young student who is looking for volunteer opportunities to utilize the center.

The Center is also where the City of Agoura Hills' full-time Department of Community Services staff work daily to administer these services to the residents of Agoura Hills. The department is responsible for a range of services that include: recreational classes, afterschool activities, community special events, volunteer programs, Healthy City and One City/One Book programs,

senior social services, cultural arts programs, summer day camp programs, managing a docent program, transportation services, offering special events, and maintaining the beautiful grounds. The department is also responsible for implementing other critical City services.

Staff is requesting authorization to solicit qualifications from qualified architectural firms through a Request For Qualifications/Proposal (RFQ/RFP) process. Architectural and design services would include the above elements as well as address all of the issues found in the due diligence report, including, but not be limited to, electrical, plumbing, ingress/egress, exterior stucco, waterproofing, elevator repair, roofing, parking lot sealing/stripping/drainage, audio/visual and signage, all while creating synergy between the City Hall and Library and this new facility. This is a very exciting opportunity for the City of Agoura Hills to bring on a quality contractor to complete a true Civic Center by adding the Recreation Center to Ladyface Court.

The services would also include a series of community workshops to assist in providing a master plan and construction phased approach for the entire site, including working drawings for future phases and recreation membership growth.

The contract for the selected firm would be for two years, with additional years added if necessary. The first year would consist of, but not be limited to, research, community outreach efforts, staff interviews, plans and specifications. The second year would be to oversee and support construction. These services have been appropriately budgeted for FY 2011/2012.

RECOMMENDATION

Staff respectfully recommends the City Council authorize staff to solicit for qualifications and proposals for architectural and design services for the new Agoura Hills Recreation Center.