



CONSENT CALENDAR

City of San Bernardino Request for Council Action

Date: November 20, 2024

To: Honorable Mayor and City Council Members

From: Rochelle Clayton, Acting City Manager;
Lynn Merrill, Director of Public Works

Department: Public Works

Subject: **Award of Design Services Agreement for the Police Locker Room Renovation (Ward 1)**

Recommendation:

It is recommended that the Mayor and City Council of the City of San Bernardino, California:

1. Authorize the City Manager or designee to approve the award of a Design Services Agreement with TR Design Group, Inc. in the not to exceed amount of \$549,967.57 for Police Locker Room Renovation (Project); and
2. Authorize the City Manager or designee to execute all documents with TR Design Group Inc.

Executive Summary

The Agreement would allow the City to issue TR Design Group, Inc. a Notice to Proceed, initiating the process to design the improvements. The agreement will include TR Design Group, Inc. not to exceed design fee of \$549,967.57 for design work. Awarding the Agreement for the design of the Police Locker Room Renovation Project would allow the project to move forward promptly, ensuring that the Police department benefits from upgraded facilities that support their critical work and well-being.

Background

This project focuses on updating the locker rooms located on the second floor of the Central Police Building at 710 N D St, San Bernardino, CA 92401. These locker rooms, essential to the daily operations of our police department, have not been significantly upgraded in several years. The renovation aims to modernize these facilities, improve their functionality, and enhance the overall comfort and security for the personnel who

use them. The project is a critical step in ensuring that our police force operates in a well-maintained and supportive environment, reflecting the City's commitment to providing high-quality amenities for its first responders.

On June 21, 2023, the Mayor and City Council adopted Resolution No. 2023-080, which approved the Fiscal Year 2023 and Fiscal Year 2024 Operating Budget and Capital Improvement Plan. This resolution provided the financial framework and authorization necessary for various projects and initiatives, including infrastructure upgrades and facility improvements. The adoption of this resolution confirmed the allocation of funds for critical projects, ensuring that necessary renovations, such as those for the police locker rooms, are supported within the City's broader budgetary and strategic planning efforts.

Discussion

This project is focused on modernizing and upgrading the locker room facilities for our police personnel, with the goal of making these spaces more functional, secure, and comfortable. The proposed design services agreement will cover every stage of the design process, including site assessments, conceptual designs, detailed architectural plans, and oversight during construction.

The project was advertised through PlanetBids on June 17th through July 18th, 2024. A single submittal was received from TR Design Group, Inc. The submittal was evaluated based on qualifications and understanding of project scope. TR Design Group, Inc. was determined to be qualified for the design work.

The agreement with TR Design Group, Inc. is designed to ensure efficient completion of the design work while allowing for necessary adjustments and administrative oversight. The not to exceed design fee is \$549,967.57, based on industry standards for projects of this scale, fitting within a total budget of \$549,967.57.

The scope of work is divided into phases. Phase 01 involves planning and code review, costing \$47,560.00. During this phase, TR Design Group will review existing drawings, verify the current utilities, and complete photo documentation of the existing site.

Phase 02 will focus on creating schematic drawings, with an estimated cost of \$89,175.00. TR Design Group will work to address any potential mechanical, electrical, or plumbing issues based on a discussion of design concepts.

Future phases will be determined based on the results of Phases 01 and 02.

Environmental Impact

The Project is categorically exempt from the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines Section 15302, Replacement or Reconstruction ("Class 3"). The Class 2 exemptions allow for the replacement or reconstruction of existing structures or facilities where the new structure will be located on the same site as the structure replaced and will have substantially the

same purpose and capacity as the structure replaced. Here, the Project involves reconstructing the police locker room with a new facility located on the same site that will serve as the new police locker room.

The City has also considered whether the proposed Project is subject to any exception to the Class 2 exemption, as set forth in State CEQA Guidelines section 15300.2. No exception applies for the following reasons:

- a) The location exception only applies to Class 3, 4, 5, 6, and 11 exemptions, none of which are being utilized here.
- b) The proposed Project would not result in any significant cumulative impacts on the environment. The cumulative impacts exception does not apply because the Project has no incrementally significant impacts on the environment.
- c) A categorical exemption may be subject to an exception where there is a reasonable possibility that the activity will have a significant effect on the environment due to unusual circumstances. The proposed Project does not involve any unusual circumstances and has no potential to result in a significant impact on the environment.
- d) Under the “scenic highways” exception, a categorical exemption may be subject to an exception where the project may result in damage to scenic resources within a highway officially designated as a state scenic highway. The exception does not apply here as the Project would not damage any scenic resources within a state scenic highway.
- e) The Project is not located on a site which is included on any list compiled pursuant to Section 65962.5 of the Government Code.
- f) The Project site does not contain a historical resource.

2021-2025 Strategic Targets and Goals

This Project is consistent with Key Strategic Target and Goal No. 2a: Focused, Aligned Leadership and Unified Community – Build a culture that attracts, retains, and motivates the highest quality talent and Goal No. 3c: Improved Quality of Life. - Evaluate and enhance the quality of public safety services. This Design Services Agreement will enhance the working environment for our law enforcement professionals by ensuring that they have access to modern, functional, and well-maintained facilities.

Fiscal Impact

There is no General Fund impact associated with this action.

Conclusion

It is recommended that the Mayor and City Council of the City of San Bernardino, California:

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Attachments

Attachment 1	Design Services Agreement with TR Design Group, Inc.
Attachment 2	Proposal – TR Design Group, Inc.
Attachment 3	Location Map

Ward:

First Ward

Synopsis of Previous Council Actions:

June 21, 2023	Mayor and City Council adopted Resolution No. 2023-080 approving Fiscal Year 2023 & Fiscal Year 2024 Operating Budget and Capital Improvement Plan
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