



City of Santa Ana
20 Civic Center Plaza, Santa Ana, CA 92701
Staff Report
June 6, 2023

TOPIC: Construction Management and Inspection Services for Santa Ana Public Library Capital Projects

AGENDA TITLE

Approve Agreement with Griffin Structures to Provide Construction Management and Inspection Services for the Main Library Transformation Project, Newhope Library Renovation Project, Outdoor Library at Jerome Park Project, and Delhi Center Library Branch, in an Amount not to Exceed \$2,896,950 for a Term expiring December 31, 2025 (Project Number 22-1380, 22-1802, 22-1381, and 22-1382) (Non-General Fund) **(Revive Santa Ana Program)**

RECOMMENDED ACTION

Authorize the City Manager to execute a professional services agreement with Griffin Structures to provide construction management and inspection services for the Main Library Transformation Project, Newhope Library Renovation Project, Outdoor Library at Jerome Park, and Delhi Center Library Branch, in the amount of \$2,759,000, with a five-percent contingency, for a total amount not to exceed of \$2,896,950, for a term beginning June 6, 2023 and expiring December 31, 2025, with the option for two 1-year extensions, subject to non-substantive changes approved by the City Manager and City Attorney.

DISCUSSION

On January 25, 2023, the Public Works Agency and Library released Request for Proposals (RFP) 22-173A, by which it sought a qualified firm to provide construction management and inspections for four Santa Ana Public Library tenant improvement projects currently in design: Main Library Transformation, Newhope Library Renovation, Outdoor Library at Jerome Park, and Delhi Center Library Branch (Exhibit 1). The scope of work includes the following: performing independent review of plans, specifications, and estimates; pre-construction tasks; managing construction and ensuring that the work is completed in accordance with the contract documents, project closeout, and warranty phases; inspection services; contract administration; and constructability review for the Main Library Transformation and Newhope Library Renovation projects.

The RFP was advertised on the City’s online procurement management and publication system, with proposals due on February 22, 2023. Five proposals were received and evaluated by a selection committee. Based on the criteria outlined in the RFP, the following summarizes the responding firms and their rankings:

| Firm | Rank |
|-------------------------------|-------------|
| Griffin Structures | 1 |
| Triangle DeCon Services, Inc. | 2 |
| Anser Advisory Management | 3 |
| Safework, Inc. | 4 |
| Wildan Engineering | 5 |

In accordance with the RFP, staff recommends awarding an agreement to Griffin Structures (Exhibit 2). Their proposal demonstrated a high degree of technical competence and experience performing comparable services on projects of similar sizes. The firm was able to demonstrate a clear understanding of project phasing and Library priorities. They also have a proven track record of executing projects on time or ahead of schedule. Completing Library projects on schedule is of critical importance to ensure Santa Ana residents maintain access to Library services when the Main Library closes for construction in May 2024.

Quality library services are a key indicator of a community’s overall health and wellness. Access to educational resources and services in a safe and welcoming setting helps residents achieve their academic and professional goals, while also encouraging civic engagement within the community. Utilizing a quality inspection and construction management firm helps ensure these projects are finished according to schedule for the entire community to access. Once complete, residents will enjoy an enhanced and expanded network of library locations and services along with an improved quality of life throughout Santa Ana.

FISCAL IMPACT

The current fiscal year funding is available in the FY 2022-23 budget and any remaining balances not expended at the end of the fiscal year will be presented to City Council for approval of carryovers to FY 2023-24.

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| Fiscal Year | Accounting Unit- Account # | Fund Description | Accounting Unit, Account Description | Amount |
|--------------------|---------------------------------------|------------------------------------|--|--------------------|
| 2022-2023 | 18111013-66200 | ARPA | ARPA – Library; Buildings & Building Improvements | \$7,500 |
| 2022-2023 | 01211020-66200 | CANNABIS PUBLIC BENEFIT FUND | Library Youth Services; Buildings & Building Improvements | \$48,160 |
| 2022-2023 | 15211154-66200 | PUBLIC LIBRARY GRANT FUND | Building Forward Library Grant – Buildings & Building Improvements | \$17,570 |
| 2023-2024 | 18111013-66200 | ARPA | ARPA – Library; Buildings & Building Improvements | \$485,570 |
| 2023-2024 | 01211020-66200 | CANNABIS PUBLIC BENEFIT FUND | Library Youth Services; Buildings & Building Improvements | \$317,240 |
| 2023-2024 | 15211154-66200 | PUBLIC LIBRARY GRANT FUND | Building Forward Library Grant – Buildings & Building Improvements | \$236,940 |
| 2024-2025 | 18111013-66200 | ARPA | ARPA – Library; Buildings & Building Improvements | \$962,655 |
| 2024-2025 | 15211154-66200 | PUBLIC LIBRARY GRANT FUND | Building Forward Library Grant – Buildings & Building Improvements | \$519,655 |
| 2025-2026 | 18111013-66200 | ARPA | ARPA – Library; Buildings & Building Improvements | \$175,397 |
| 2025-2026 | 15211154-66200 | PUBLIC LIBRARY GRANT FUND | Building Forward Library Grant – Buildings & Building Improvements | \$126,263 |
| | | | TOTAL | \$2,896,950 |

EXHIBIT(S)

1. Location Map
2. Agreement with Griffin Structures

Submitted By: Brian Sternberg, Executive Director of Library Services

Approved By: Kristine Ridge, City Manager