

CITY COUNCIL MEETING  
September 16, 1992

COUNCIL MEMBER SNIDER APPOINTED TO  
CITY SELECTION COMMITTEE

CC-6

Mayor Pinkerton appointed Council Member John R. (Randy) Snider to a City Selection Committee to review RFQ's received from various architectural firms wishing to be involved in future City projects.

CITY COUNCIL

JAMES W. PINKERTON, Mayor  
PHILLIP A. PENNINO  
Mayor Pro Tempore  
DAVID M. HINCHMAN  
JACK A. SIEGLOCK  
JOHN R. (Randy) SNIDER

CITY OF LODI

CITY HALL, 221 WEST PINE STREET  
P.O. BOX 3006  
LODI, CALIFORNIA 95241-1910  
(209) 334-5634  
FAX (209) 333-6795

September 17, 1992

*Alice*

THOMAS A. PETERSON  
City Manager  
ALICE M. REIMCHE  
City Clerk  
BOB McNATT  
City Attorney

Mr. Roger Houston  
Chief Building Official  
221 West Pine Street  
Lodi, CA 95240 ) - SEE MAILING LIST ATTACHED

SUBJECT: Selection Committee for Civic Center Improvements Project

Thank you for accepting the appointment to the Selection Committee for the City of Lodi's Civic Center expansion. The committee will be made up of the following people:

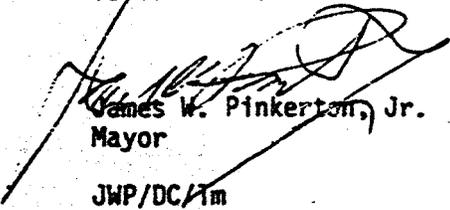
- City Council Member, Randy Snider
- Planning Commission Chairman, Larry Hindt
- SPARC Chairman, Leonard Bull
- Local Building Contractor, Jim Culbertson
- Public Works Director, Jack Ronsko
- Finance Director, Dixon Flynn
- Chief Building Official, Roger Houston

I'm enclosing a copy of the request for qualifications (RFQ) letter that was sent to architectural firms in the Lodi and Stockton area on August 28, 1992. Responses are due from the firms wishing to participate by Monday, September 21, 1992, at 12 noon. After the responses are received, you will be contacted by a member of the Public Works staff to schedule a time when the Selection Committee can meet to review them.

The committee's responsibility will be to select the qualified firms. If there are more than three qualified firms, they will be invited to submit a more detailed proposal. Following the review of those detailed proposals, the committee will narrow the field of architects to be invited to give an oral presentation. If there are three or less, we may go directly to the oral presentation/interview stage. The final step, after the oral presentations and interviewing the firms, will be to select the architectural firm that will be recommended to the City Council.

Mr. Roger Houston  
September 17, 1992  
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Again, thank you for agreeing to serve on the Selection Committee. I am confident that the time and effort you take will result in the selection of *the most* qualified architectural firm. If you have any questions concerning this process, please contact Dennis Callahan, *the* City's Building and Equipment Maintenance Superintendent. Dennis's phone number is 333-6706.



James W. Pinkerton, Jr.  
Mayor

JWP/DC/Tm

Enclosure

cc: City Manager  
City Council ✓  
Building and Equipment Maintenance Superintendent

**&NAME**  
**&ATTN**  
**&ADD**  
**&CITY**

Xr. Jack Ronsko  
Public Works Director  
221 West Pine Street  
Lodi, CA 95240

Mr. Dixon Flynn  
Finance Director  
221 West Pine Street  
Lodi, CA 95240

Mr. Roger Houston  
Chief Building Official  
221 West Pine Street  
Lodi, CA 95240

Honorable John R. (Randy) Snider  
City Council Member  
221 West Pine Street  
Lodi, CA 95240

Xr. Larry Mindt  
Planning Commission Chairman  
c/o 804 Cypress Run  
Woodbridge, CA 95258

Mr. Leonard Bull  
SPARC Chairman  
P. O. Box 667  
Lodi, CA 95241

Hr. Jim Culbertson  
Contractor  
641 N. Pecffie Ave.  
Lodi, CA 95242

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August 28, 1992

THOMAS A. PETERSON  
City Manager

ALICE M. REIMCHE  
City Clerk

BOB McNATT  
City Attorney

SEE WILING LIST ATTACHED

SUBJECT: Request for Qualifications (RFQ)  
Civic Center Improvements

The City of Lodi is interested in developing a list of qualified architects for providing the City with facilities programming services, schematic design, preparation of plans and contract documents, and assisting in construction administration for the remodeling of the two-story, unreinforced masonry City Hall structure at 221 West Fine Street, and the single-story structure at 212 West Fine Street. The total scope of this work is discussed below. These services are being sought from only qualified Lodi and Stockton architects.

BACKGROUND: The City of Lodi recently prepared a Governmental Center Master Plan which includes expansion alternatives for the City Hall facilities. This document is on file in the Public Works Department.

It has been determined that in order to provide the additional square footage required, the existing City Hall will be remodeled to meet a?? ADA and structural requirements and that we will, on an interim basis (10 years ±), lease and remodel the building across the street at 212 West Pine Street. Ultimately, the City will be constructing a major addition to the existing City Hall.

SELECTION PROCESS: The City of Lodi will be pursuing a three-stage selection process. The first stage will consist of review of the responses to this RFQ by a selection committee. The committee will then develop a list of no more than five qualified firms.

In the second stage, the qualified firms will be invited to submit a detailed proposal for providing consultant services for this project. The selection committee, after reviewing the detailed proposals, will narrow the field of architects to be invited to give an oral presentation. Depending on the number of qualified firms determined in the first stage, this stage may be combined with the third stage (oral presentation).

The third stage, the final selection process, will consist of an interview with the selection committee, including an oral presentation by the selected architects. The selection committee's recommendation will be forwarded to the City Council for approval.

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**SCOPE OF WORK:** The use of 212 West Pine Street is an interim solution to the City's ultimate space needs. As indicated in the master plan, the ultimate solution is to provide an addition to the existing City Hall complex. Therefore, any remodeling of the existing City Hall facility must be coordinated with the future addition design. In general, we see the scope of work including the following four areas:

1. 212 West Pine Street - It is anticipated that the remodeling of this 7,300 square foot facility will include:
  - programing services
  - development of schematic design
  - preparation of plans and specifications, including:
    - ADA requirements
    - interior building and HVAC improvements
    - computer cabling connection to City Hall
  - assistance in contract administration
  - preparing design and layout of office systems
  
2. 221 West Pine Street (City Hall Remodel) - It is anticipated that the remodel of the existing three-floor City Hall facility, approximately 19,600 square feet, will include:
  - programming services
  - development of interim and ultimate floor plans
  - preparation of plans and specifications, including:
    - elevator and other ADA requirements
    - structural upgrade
    - HVAC upgrade
  - assistance in contract administration
  
3. 221 West Pine Street (City Hall Addition) - This facility is anticipated to be a two-story structure of approximately 15,000 square feet located north of, and connected to, the existing City Hall by a galleria. It is anticipated that the work required on this addition, in order to develop the remodel plans of City Hall, will include:
  - development of conceptual floor plans, elevations and sections necessary to establish utility elevator and public access locations
  
4. Temporary Relocation - With the completion of the remodel at 212 West Pine Street, some of the City Hall employees will be moved to this location. In order to remodel the City Hall facilities, the remaining employees will have to be housed in temporary trailer/modular structures to be located in the mall area of City Hall. It is anticipated that this work will include:

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- ° design and bid documents for trailer or modular structure layout, ramps and decking
- ° design for temporary utility connections

STATEMENT OF QUALIFICATIONS: The statement of qualifications shall include the following:

- a) The response shall be mailed to:  
City of Lodi  
Attn: Dennis Callahan  
Building and Equipment Maintenance Superintendent  
P. O. Box 3006  
Lodi, CA 95241-1910
- b) Submittal deadline: Monday, September 21, 1992, 12 noon
- c) Size: 8 1/2" by 11" format, maximum of eight pages
- d) Copies: Eight
- e) Size and composition of firm and major subconsultants proposed for the design team
- f) Name(s) and resume(s) of the project architect(s) who will be assigned to this work
- g) Statement of experience describing recent projects of similar type and scope, including project name, location, and client reference and phone number
- h) Firm's experience in providing programming services and space planning
- i) Firm's experience in renovation projects
- j) Firm's experience with historical renovation and the Los Angeles Historical Code related to unreinforced masonry structures
- k) Firm's experience in construction observation services for this type of project

PROJECT SCHEDULE: The City is desirous of moving on this project as quickly as possible due to its present overcrowding problem. ADA requirements, and HVAC deficiencies. The City presently has the money available for the design and remodeling of the facilities at 212 and 221 West Pine Street.

if you have any questions concerning this RFQ, please contact Dennis Callahan, Building and Equipment Maintenance Superintendent, at (209) 333-6706.

Jack L. Ronkso  
Public Works Director

JLR/lm

cc: City Manager  
Selection Committee  
Building and Equipment Maintenance Superintendent

LRFQCIVC/TXTW.02M

**&NAME  
&ATTN  
&ADD  
&CITY**

Architechnica  
555 W. Benjamin Holt Dr.  
Suite 423  
Stockton, CA 95207

Architecture 2  
Clinton Jew, Architect  
3768 W. Benjamin Holt Dr.  
Stockton, CA 95209

Mr. Stephan Castellanos  
Architect  
777 N. Pershing Avenue  
Stockton, CA 95203

Compac Design Corp.  
Architects  
1625 W. March Ln., Ste. B-  
Stockton, CA 95207

Dahlin Group, Inc.  
Architects  
2800 W. March Ln.  
Stockton, CA 95207

Mr. Scott Dasko  
Architect  
712 Peach Street  
Lodi, CA 95242

Derivi-Castellanos  
Architects  
946 North Yosemite  
Stockton, CA 95203

Ms. Linda Derivi  
Architect  
777 N. Pershing Ave.  
Stockton, CA 95203

Mr. Michael R. Donaldson  
Architect  
2540 Pacific Avenue  
Stockton, CA 95204

Ernst & Lloyd Architects  
2132 N. El Dorado  
Stockton, CA 95204

Mr. Michael D. Garr  
Architect  
2468 W. Swain Rd.  
Stockton, CA 95207

Gideon Architect  
P. O. Box 55304  
Stockton, CA 95205

Itaya-Espalin & Associates, Inc.  
Architects  
1109 North Center  
Stockton, CA 95202

Kikuchi Della Monica & Associates  
Architects  
617 S. Lower Sacramento Road  
Lodi, CA 95242

Lesovsky Donaldson  
Architects  
2540 Pacific Avenue  
Stockton, CA 95204

Mr. Frank B. Mansfield  
Architect  
222 West Lockeford St.  
Lodi, CA 95240

Mr. Edward Charles Merlo  
Architect  
165 W. Cleveland  
Stockton, CA 95204

Yalden J. Moll Architect, Inc.  
1833 W. March Lane  
Stockton, CA 95207

Mr. Paul A. Nichols  
Architect  
P. O. Box 311  
Stockton, CA 95201

R-X-S Professional Consultants, Inc.  
Attn: Bob Snyder  
4118 Coronado Avenue  
Stockton, CA 95204

San Joaquin Design Group  
Architecture & Planning  
7365 N. Pershing Ave.  
Stockton, CA 95207

Mr. Dean E. Trachiotis  
Architect  
1128 N. Union  
Stockton, CA 95205

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Architect  
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Stockton, CA 95207

Wenell Mattheis Bowe  
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222 W. Lockeford St., #9  
Lodi, CA 95240

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Architect  
704 N. Stockton St.  
Stockton, CA 95203

Warren C. T. Yong & Associates  
Architects  
414 E. Fremont  
Stockton, CA 95202