

TOWN COUNCIL STAFF REPORT

Title: Award Architectural Design Services for the Town of Mammoth Lakes
Childcare Center at the Mammoth Lakes Foundation site to AP
Architects.

Meeting Date: August 17, 2022

Prepared by: Amy Callanan, PE, Engineering Manager

RECOMMENDATION:

Staff recommends the Town Council authorize the Town Manager:

- Finalize scope and fee negotiations and execute an agreement with the top ranked consultant for architectural and engineering design services for the Town of Mammoth Lakes Childcare Center Project.
- Execute amendments to the contract to advance project development as authorized by the Town Council.

BACKGROUND:

On July 6, 2022, Town Council authorized the Town Manager to sign a Land Use Planning Agreement between the Town and the Mammoth Lakes Foundation (Foundation). The Town and the Foundation have been engaged in various discussions, planning processes, and project review actions for the past several years. The Foundation currently solely owns two parcels totaling approximately 27 acres that have been included in various planning efforts. The agreement between the Town and Foundation incorporates and reflects the goals expressed through previous work and is consistent in meeting goals and specific actions noted in the Town's General Plan. The agreement reflects values and amenities expressed through other adopted Town plans, actions, and voter approved funding sources.

Among several other uses, the proposed "Land Planning, Use and Development Agreement" incorporates a Childcare Center on the Foundation Property. The need for expanded childcare facilities in the Town of Mammoth Lakes and Mono County is noted in reports provided by First 5 Mono County and Family and Data information provided by the California Child Care Resource & Referral Network. Data on childcare need is currently being updated, as the demand is expected to increase beyond the last analysis showing a County need of 307 slots, with 231 of those in Mammoth Lakes. The primary reason families seek childcare services is related to employment. One of the impediments to addressing childcare needs is the lack of licensed facilities. The Town, working with the Foundation and Mammoth Unified School District (MUSD) and others, has an opportunity to provide the needed facility. The facility would be operated by a public agency and/or private sector provider.

The planned facility will include 6,600+/- square feet (not to exceed 7,000) to accommodate childcare, early childhood education and potential preschool services, and administrative space. The facility may be licensed for 100 – 110 children, and 12+/- infants, with a higher actual number served based on the schedule of services. The facility would be staffed with an estimated 20-25 FTEs. An outdoor play area of 7,800+/- square feet of space is noted to meet license requirements. The facility will utilize existing modular buildings currently owned by MUSD which are scheduled for removal as part of the Mammoth High School renovations. These buildings need to be removed by the end of June 2023. This is a near-term project planned to be operational in late fall 2023. The buildings need to be improved to meet childcare license requirements, and will be equipped with new siding, roofing, and some design elements. The building foundations and connections to public infrastructure are the critical path elements. This will require bringing on a qualified architectural firm to complete required designs. The adjacent parking lot will require limited maintenance work to meet ADA requirements to denote parking spaces.

The Town has set aside \$1,650,000 in funding for this project.

ANALYSIS:

On June 28, 2022, the Town issued an RFQ/RFP for proposals for architectural services for the Town of Mammoth Lakes Childcare Center Project to consulting firms/teams with architectural experience. On July 21, 2022, Town staff received three responses to that RFQ/RFP, listed here in no particular order:

AP Architects
Relativity Architects
Sustainable Recreation Design

A panel of Staff members, including representatives from Planning and Engineering reviewed the information provided and evaluated the responders' qualifications in accordance with the criteria included in the RFQ/RFP.

The panel identified AP Architects as the top ranked firm.

Staff recommends execution of an agreement for a not to exceed contract amount of \$160,000.

FINANCIAL CONSIDERATIONS:

The Town has set aside \$1,650,000 in funding for this project.