



Deliverables/Scope: Inventory existing resources and recommend short-term (ways to partner through joint facilities usage) and long-term facilities planning (ways to improve and enhance sports fields/facilities) within the Town of Moraga

Meeting Date: November 3, 2014

TOWN OF MORAGA

STAFF REPORT

To: Joint Ad Hoc Facilities Planning Subcommittee Members

From: Jay Ingram, Parks and Recreation Director

Subject: November Joint Ad Hoc Facilities Planning Subcommittee

Item VI. A.

Consider Revisions to Draft Request for Proposal for Architectural Planning and Schematic Design Services for Community Recreation Facilities Including a Multi-Generational Community Center and Gymnasium/Sports Fields Improvements –
(discussion 45 minutes)

Request

Consider revisions to the Request for Proposal and provide feedback to staff.

Discussion

During their October 6 meeting the Joint Facilities Planning Subcommittee decided to further review what potential community recreational facilities could look like on three different parcels within Town. In order to do this, the Request for Proposal (RFP) process was chosen to ideally solicit multiple architectural firms. Through this process qualified architectural firms will provide proposals, including cost for their services. In October, the Subcommittee identified three potential locations and their proposed different uses, listed below.

- A multi-generational community/senior center on the Hacienda grounds.
- A multi-generational gymnasium at Joaquin Moraga Intermediate School (JMIS), with major improvements to the existing complex of playing field; include the Pear Orchard as necessary in overall development concept.
- A multi-generational gymnasium and/or community/senior center on the site of the former Moraga Tennis & Swim Club.

The focus for this November Subcommittee meeting will be for members to review and comment on the Architectural RFP document provided as part of this agenda item. Please review with an extra focus on the scope of work. In addition to the scope,

1 consider the number of public meetings required of the consultant as explained on page
2 4 of the Draft RFP. Meetings are typically a costly item for consultants. However, to do
3 this process correctly, the Subcommittee should make sure that all potential
4 stakeholder needs are being met for this process.

5 6 **Site Specific Comments**

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8 ➤ A multi-generational community/senior center on the Hacienda grounds.
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10 While addressing potential improvements to the Hacienda, the Subcommittee should
11 recognize that the Hacienda Foundation of Moraga has a large bank of knowledge
12 regarding the Hacienda and has played a role in enhancing, promoting and preserving
13 the property. As a result, the Hacienda Foundation and their input, was specifically
14 included in the RFP language. Coincidentally, there is potentially a parallel effort being
15 initiated to look at the Hacienda as a community center that can accommodate a bed
16 and breakfast, food services and day spa type functions. This effort is a result of the
17 recent part-time Café Hacienda experiment and will likely require an architectural firm to
18 develop additional concepts beyond the scope of this Draft RFP.

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20 ➤ A multi-generational gymnasium at Joaquin Moraga Intermediate School (JMIS),
21 with major improvements to the existing complex of playing field; include the
22 Pear Orchard as necessary in overall development concept.
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24 The proposed improvements on JMIS should be reviewed in the context of the Moraga
25 School District preparing to initiate their Long Range Facility Master Plan and
26 Demographic Study. If decided to include JMIS in this RPF process, how will the timing
27 of the District Long Range study work with the architectural study proposed as part of
28 this process?
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- 30 ➤ A multi-generational gymnasium and/or community/senior center on the site of
31 the former Moraga Tennis & Swim Club.
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33 Since our last meeting, the Town understands that this property is under contract to be
34 leased to a private operator. To what extent the private operator plans to program the
35 entire site, is unknown at this time. To what extent the private operator plans to provide
36 a shared use opportunity is also unknown. Given the fact that the property is under
37 contract for some type of use, should the subcommittee; keep this facility in the RFP,
38 remove it, replace it with the Subcommittees fourth option (Moraga Center Specific
39 Plan, Site A), or replace it with another site?
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41 **Fiscal Impact**

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43 Unknown until RFP's are received in early December. Once received staff will need to
44 review, interview and recommend the most qualified firm for the project. In order to
45 receive funding, the recommendation to fund the architectural planning and schematic
46 design services will likely need to go before the Town Council and/or Moraga School
47 District Governing Board.
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1 **Alternatives**

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3 Approve Draft RFP as presented

4 Provide feedback on Draft RFP and direct staff to make necessary changes and publish
5 the document

6 Not approve Draft RFP and provide direction to staff

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8 **Recommendation**

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10 Provide feedback on Draft RFP and direct staff to make necessary changes and publish
11 the document.

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17 ***Notice – This meeting will be from 6:00 pm to 6:45 pm to allow for the Planning Commission to start
18 their regularly scheduled meeting at 7:00pm. *Meeting space is limited due to two public meetings spaces*
19 *being occupied as polling stations.*