

Robinson Park Recreation Center Renovation Project Steering Committee Meeting
Tuesday, February 23, 2016
Jackie Robinson Community Center
6:00 pm

AGENDA

1. Call to Order/Welcome – (Danny Parker, Chair)
2. Recap of the Concept Design Review approval- (gkkworks)
 - a) Review of the comments from the Design Commission
 - b) Discussion of the design review process and next steps - (City staff)
3. Local hiring discussion - (City Staff)
4. Project Update and Schedule - (gkkworks)
5. Project Funding -
 - a. City of Pasadena (City staff)
 - b. Community Efforts (Danny Parker, Chair)
6. Public Comments (please fill out a comment card) - (Danny Parker, Chair)
7. Next Steps
 - Next Steering Committee Meeting – Tuesday, April 26, 2016

Committee Mission Statement

The purpose of the Robinson Park Recreation Center Steering Committee is to serve as a focal point for community outreach, input and direction into the redesign and reconstruction of the Robinson Park Recreation Center.

ROBINSON PARK STEERING COMMITTEE – FEBRUARY 23, 2016

ROBINSON PARK RECREATION CENTER RENOVATION

• **Project description:**

The Robinson Park Recreation Center Renovation is the second and final phase of the Robinson Park Master Plan adopted by the City in 2002. Completion of the project will result in significant recreational opportunities for the community and Northwest Pasadena. The project envisions an extensive rehabilitation of the existing Recreation Center at an estimated cost of \$11.4 million.

• **Project includes (see attached Proposed Site Plan):**

- Structural upgrade of the Recreation Center's existing gymnasium
- Demolition and reconstruction of the Recreation Center's existing multipurpose room, administrative offices, kitchen, open court yard and conference room
- New construction of fitness and dance rooms, storage and common areas

• **Current project funding:**

HUD Section 108 Loan	\$6,000,000
City of Pasadena General Fund	\$1,000,000
HUD Community Development Block Grant	\$ 662,193
HUD Community Development Block Grant	\$ 650,000
Housing Related Parks Program Grant	\$ 562,300
* City of Pasadena Residential Impact Fees	\$1,000,000
Total Current Funding	\$9,874,493

* City Council approved the Fiscal Year 2016-2020 Capital Improvement Program with anticipated appropriations of Residential Impacts Fees in the amount of \$1,000,000. This, combined with the funds already approved, narrows the funding gap to \$1,525,500.

• **Project schedule:**

- Request for Proposals (Arch./Eng. Design Services) Phase – Complete
- Design and Entitlement – June 2014 through July 2016
- Bidding, award and construction – August 2016 through April 2018

• **HUD Section 3 Requirements (see attached CDBG Benefit Service Area):**

- Section 3 Policy: To guarantee that the employment and other economic opportunities created by Federal financial assistance for housing and community development programs should, if possible, be directed toward low- and very-low income persons, particularly those who are recipients of government assistance for housing, and residents of the CDBG-assisted area.

➤ Priorities Under HUD Section 3:

- Persons in public and assisted housing
- Persons in the area where the HUD financial assistance is expended
- Participants in HUD Youthbuild programs
- Homeless persons
- Contractors/Vendors/Consultants that are certified Section 3 Business Concerns (at least 51% owned by certified low-income residents or 30% or more of its permanent full-time employees are certified low-income residents)

• **Robinson Park Renovation Construction Bidding Requirements:**

➤ Bid is awarded to the lowest Section 3 Responsive Bidder:

- Lowest Bidder qualifies as a Section 3 Business Concern:
 - ✓ At least 51% owned by certified low-income residents, or
 - ✓ 30% or more of its permanent full-time employees are certified low-income residents

-OR-

- Bidder makes a written commitment by submitting a Section 3 Economic Opportunity Plan with their bid indicating that they will:
 - ✓ Hire at least 30% aggregate new hires that are certified low-income residents, or
 - ✓ Subcontract 25% or more of the bid amount to certified Section 3 Business Concerns
 - ✓ All efforts made to recruit Section 3 resident new-hires and Business Concerns must be documented

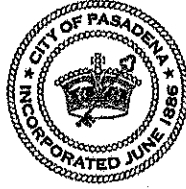
➤ A Section 3 Responsive Bid must also be Reasonable (less than 1.5% higher than the lowest bid from any responsive and responsible Bidder).

• **Sample Outreach Efforts for Contractors:**

- "First-Source" hiring agreements with organizations representing Section 3 Residents
- Advertise training and employment positions via flyers, newspapers, job-placement websites and social media.
- Contact State-approved apprenticeship programs to gain access to potential low-income residents seeking job-placement and training
- Contact agencies administering HUD Youthbuild programs

• **Benefits for Pasadena:**

- Although Federal contracting requirements preclude the use of a Pasadena local preference, the bidding and construction process can still capture local residents and businesses
- Project benefits can be targeted to the Northwest area



PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT
PLANNING DIVISION

February 11, 2016

City of Pasadena
Public Works Department
100 North Garfield Avenue
Pasadena, CA 91101

ATTN: Dale Torstenbo

NOTICE OF DECISION

Application for Concept Design Review

1081 North Fair Oaks Avenue (Robinson Park Recreation Center) Council District 3
PLN2015-00709

Dear Mr. Torstenbo:

On February 10, 2016, at a public hearing at the Pasadena City Hall, the Design Commission, acting under the provisions of §17.61.030 of the Pasadena Municipal Code, reviewed your application for Concept Design Review for the demolition of approximately 8,300 square feet of the existing recreational center and construction of a new, 13,150 square foot addition to the existing recreational facility. In addition, the applicant is proposing to retrofit the existing gymnasium to meet minimum seismic and building code standards at the above-referenced address. The design guidelines applied to this review were the Citywide Design Guidelines and the Design Guidelines in the Fair Oaks-Orange Grove Specific Plan.

In its decision, the Commission:

Environmental Determination

1. Found that an addendum to a Negative Declaration and Initial Study (adopted on October 28, 2002) was prepared and adopted by the Hearing Officer on November 4, 2015 for the proposed project in conjunction with the approval of a Conditional Use Permit for the expansion of the Robinson Park Recreational Facility. The addendum found that the project was in substantial conformance with the environmental analysis that was conducted for the Robinson Park Master Plan as part of the adopted Initial Study and Negative Declaration and there are no changed circumstances or additional information which would require further review.

Findings for Compliance with the Tree Protection Ordinance

1. Acknowledged that two Public Trees (Tree 11 and Tree 61) will require removal in conjunction with the proposed project and removal of these trees must be reviewed by The Urban Forestry Advisory Committee.

Findings for Concept Design Approval

1. Found that the project, upon implementation of the conditions of approval, will comply with the purposes of design review and the Citywide Design Guidelines and the Design Guidelines in the Fair Oaks-Orange Grove Specific Plan; and
2. Based on these findings, approved the application for Concept Design Review subject to the following conditions to be further reviewed during Final Design Review with the Design Commission:

Conditions

1. Canopy studies should be undertaken for the main entry area, as has been elaborated on by the Commission, and the removal of this feature may also be considered.
2. Provide further design development details of the southern courtyard area with the fencing proposed and renderings of this area shall also be provided for future review.
3. Landscaping shall be indicated on all future elevations and renderings for review by the Commission.
4. Review closely, for Final Design Review, the gauge of the metal siding proposed to prevent oil canning, or user damage to the cladding material and to ensure a long lasting finish material is proposed, especially near the ground level in conjunction with concentrated pedestrian activity. In addition, for final review, provide material specifications and physical samples, including glazing samples, draining and downspouts on the building, venting on the facades, proposed screening for mechanical equipment, fencing, signage, the location and landscape screening for the backflow preventer, and all exterior lighting with the specified lamp temperature, e.g., a suggested value of 3,000 kelvin is preferred, for further review and approval by the Design Commission.

The Commission also had these additional comments regarding this project and are included for further review by the Design Team to help ensure the architectural design is well resolved when the project returns for Final Design Review:

Commissioner Comments:

1. The commissioners would like to see renderings and details of the south courtyard area.
2. Provide details of the signage on the building façade for final design review.
3. Canopy at main entry appears awkward and should be restudied and the grounding of this feature and engagement with the building should be further reviewed.
4. Explore extending the canopy over the extent of the massing to the south, as previously proposed and further refining the design of this element to create a floating feature. Signage could possibly be including in the canopy to give further design intent to the structure and the proportionality of this element overall should also be studied more closely.

5. Consider removing the elevated canopy at the main entry and retaining the elevated circulation "spine" of the building with the extensive glazing proposed to act as a kind of lantern at the entry area.
6. The inclusion of corrugated metal panels in the final materials palette could be problematic, as there have been some unsuccessful projects which have incorporated this material in the past and this product should, possibly, be reconsidered.
7. Progress studies, rather than finished building designs should be shown to detail the development of the building to this stage in the design process. Some of the other design resolutions depicted for the project appear more cogent than the final version presented.
8. Have all other design scenarios been pursued to prevent the loss of public trees on the site in conjunction with the proposed project?
9. Landscaping should be shown in the future renderings for the project, as this seems to be an important component of the design.
10. The sidewalk veers at an angle as the circulation path connects to public sidewalk in conjunction with the location of an existing Oak Tree. The landscape architect should examine this area to create a more formal treatment of the circulation path which includes this tree in the design.
11. The perforated metal proposed in the design did not translate well in the drawings.

Effective Date ♦ Call for Review ♦ Appeal

This decision becomes effective on **Tuesday, February 23, 2016**. Before the effective date, the City Council may call for a review of your application. If the Council calls for a review of your application, this decision becomes void, and the application will be considered as a new item. In addition, you or any person affected by this decision may appeal it to the City Council before the effective date by filing an appeal in writing with the City Clerk (Room S228, 100 N. Garfield Avenue) along with an appeal fee of \$272.95. **The last day to file an appeal is Monday, February 22, 2016.** Appeals must cite a reason for objecting to a decision. Please note that appeals and calls for review are conducted as de novo hearings, meaning that the lower decision is vacated and the entire decision is review anew. In addition, it should be noted that the original approval period for the original decision remains unchanged by the approval of this modification.

This approval expires one year from the effective date. The approval may be extended for one year by filing a written request with the Planning Director before the expiration of the effective date (along with the fee for renewal of an approval). Any changes to the approved design for the project should be submitted to City staff for review and approval. Minor changes that are consistent with the intent of the approved final design may be approved by City staff. Major changes involving substantial deviations in the project's approved design or conditions of approval require a separate application for changes to an approved project. As many as two applications for changes to an approved project may be filed during a calendar year. Major changes may be approved only if there are findings of changed circumstances that justify revisions.

Please contact me if you have any questions about this letter.

Sincerely,

A handwritten signature in black ink, appearing to read 'Mark Odell', written in a cursive style.

Mark Odell
Senior Planner
Design & Historic Preservation Section
Tel 626-744-7101; fax 626-396-7259
Email: modell@cityofpasadena.net

Attachment: Approved Site Plan & Elevations

cc: Address file; Tidemark; City Clerk; City Council; Council Rep. District 3

City of Pasadena - Department of Public Works

Proposed Project Schedule

Robinson Park Recreation Center Restoration Project

Date: January 11, 2016

	CY 2013			CY 2014			CY 2015			CY 2016			CY 2017			CY 2018				
	Oct-Dec	Jan-Mar	Apr-June	July-Sept	Oct-Dec	Jan-Mar	Apr-June	July-Sept	Oct-Dec	Jan-Mar	Apr-June	July-Sept	Oct-Dec	Jan-Mar	Apr-June	July-Sept	Oct-Dec	Jan-Mar	Apr-June	
1 Request For Proposals Phase																				
Re-issue RFP / Review Proposals / Select Architect																				
Notice To Proceed																				
2 Community Engagement Phase																				
Steering Committee Meetings																				
Community Meetings																				
3 Schematic Design Phase																				
Schematic Design Documents																				
Conditional Use Permit / Entitlement / Design Review																				
4 Design Development Phase																				
Design Development Documents																				
5 Construction Documents Phase																				
Construction Documents																				
Plan Check																				
6 Local Hiring / Subcontracting Phase																				
Local Hiring Program Development																				
7 Bidding & Award Phase																				
Advertise / Bid / Award Construction Contract																				
8 Construction Administration Phase																				
Construction Administration																				
Project Close Out																				
9 Grant Funding Drawdown Phase																				
HUD Section 108 Loan - \$6,000,000																				
CDBG (Pre Construction Phase) - \$650,000																				
CDBG Phase II (Env'l & Design) - \$662,193																				
Housing Related Parks Grant - \$449,050																				
Housing Related Parks Grant - \$113,250																				
Grant Drawdown Milestones																				

Request For Proposals
 Design Phase
 Plan Check
 Construction Administration Phase
 GKKworks Schedule
 Community Engagement
 CUP / Entitlement
 Bid & Award Phase
 Project Close Out
 Local Hiring/Subcontracting
 Grant Period
 Grant Invoice Period

