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Title:	AUTHORIZATION TO AWARD A BID AND ENTER INTO A CONSTRUCTION AGREEMENT WITH TSG CONSTRUCTORS, L.L.C. FOR RENOVATIONS AT THE NEW GLENDALE FAMILY ADVOCACY CENTER LOCATION Staff Contact: Debora Black, Police Chief				

Sponsors:

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Attachments: 1. Construction Agreement

Date	Ver.	Action By	Action	Result
3/24/2015	1	City Council	approved	Pass

AUTHORIZATION TO AWARD A BID AND ENTER INTO A CONSTRUCTION AGREEMENT WITH TSG CONSTRUCTORS, L.L.C. FOR RENOVATIONS AT THE NEW GLENDALE FAMILY ADVOCACY CENTER LOCATION
Staff Contact: Debora Black, Police Chief

Purpose and Recommended Action

This is a request for the City Council to award a bid and authorize the City Manager to enter into a construction agreement with TSG Constructors, L.L.C. in an amount not to exceed \$155,000 for renovations at the new Glendale Family Advocacy Center (GFAC) located at 6830 North 57th Drive.

Background

The GFAC serves as a safe haven for victims. Designed to assist victims of violence, child abuse and sexual related crimes, the GFAC is able to coordinate emergency shelter, provide victim advocacy services, and offers support and referral services for crime victims and their family members. The GFAC has remained a west valley leader with respect to professional excellence. While victims are able to receive quality assistance from experienced staff, detectives with specialized training operate within the facility investigating cases.

The GFAC is currently operating at 4600 West Glendale Avenue through a lease agreement that will expire on June 30, 2015. A city-owned building at 6830 North 57th Drive has been designated as the new site of the GFAC for convenience of the location in relation to the main Glendale Police Department (GPD) station, and to achieve cost savings by utilizing an existing city-owned building in lieu of leasing property. Though one-time costs are required for renovations to the building to meet the unique needs of the GFAC, long term cost savings will be achieved.

Analysis

The necessary renovations at the building include carpet removal, new flooring, painting of interior walls, the installation of interview consultation rooms, health care exam rooms, and observation rooms, along with the creation of office space for the 31 employees operating within the center, comprised of detectives, Victim Assistance Caseworkers, and the various external partners that aid in obtaining evidence and assisting victims. The project at the 7,600 square foot building will include minimal demolition and reconstruction of partitions, ceilings, finishes, mechanical, plumbing and electrical system controls.

On February 5, 2015, the Engineering Department received four bids for this project with TSG Constructors, L.L.C. submitting the lowest responsive bid in the amount of \$155,000. Staff is requesting that Council award the bid and authorize the City Manager to enter into a construction agreement with TSG Constructors, L.L.C. for renovations at the new GFAC location. If this request is approved, renovations are expected to begin in April 2015 and be completed in June 2015 so the GFAC is able to begin operating at its new location when the current location lease expires.

Community Benefit/Public Involvement

The new location of the GFAC is across the street from the main GPD station. This is a more familiar and convenient location for victims who may initially arrive at the main station to report a crime. It further allows GFAC staff to be within yards of the main police station with accessibility to uniformed police officers and additional resources available to assist victims if needed.

Budget and Financial Impacts

The Police Department will be utilizing available salary savings to cover expenses related to the renovation of the new GFAC location. In addition, a budget transfer of \$155,000 in Criminal Investigations (12150), from salaries to building improvements, is requested to provide adequate appropriation for the improvements.

Capital Expense? Yes

Budgeted? No

Requesting Budget or Appropriation Transfer? Yes

If yes, where will the transfer be taken from? Salary savings