



CITY OF BANNING STAFF REPORT

TO: CITY COUNCIL

FROM: Arturo Vela, Interim City Manager

PREPARED BY: Holly Stuart, Public Works Program Manager
Arturo Vela, Director of Public Works/Interim City Manager

MEETING DATE: October 14, 2025

SUBJECT: Consideration of Resolution 2025-143, Awarding a Professional Services Agreement for the Banning Armory Resilience Centers Project to Richard Yen & Associates Architects & Planners, Inc. in the Amount of \$759,850

RECOMMENDATION:

Approve Resolution 2025-143.

BACKGROUND:

On August 22, 2023, City Council authorized the submission of a grant application to the California Strategic Growth Council for funding under the Community Resilience Centers (CRC) Program. This program supports the planning, development and enhancement of neighborhood-level Community Resilience Centers, which are designed to serve as year-round hubs for community services and programs, while also functioning as resource-equipped shelters during climate related and other emergency activities.

The City submitted a CRC grant application for funding to support project development activities, including community outreach, facility assessments, and design work necessary to retrofit the former California National Guard Armory building (Art L. Welch Community Center) located at 2041 W. Nicolet Street. The proposed project aims to convert the facility into a dual-purpose Community Resilience Center and Emergency Operations Center, providing both emergency shelter during disasters and ongoing community programming throughout the year.

Following the State's review process, the California Strategic Growth Council awarded the City a grant in the amount of \$1,070,620. The grant term commenced on April 21, 2025, the date of contract execution, and will remain in effect for two years from that date.

In response to the grant award and the associated project timeline, City staff developed and issued a Request for Proposals (RFP) via ProcureNow, soliciting qualified firms to provide services in alignment with the grant program guidelines, the City's application and the executed grant agreement. The selected firm will be responsible for preparing a community engagement plan, emergency preparedness assessment and report, facility assessment, and comprehensive project scope including design and cost estimates.

The RFP was advertised in the local newspaper officially released through ProcureNow on July 7, 2025. In response, the City received 6 proposals by the submission deadline of August 29, 2025 summarized below:

<u>Consultant</u>	<u>Score</u>
1) Richard Yen & Associates Architects & Planners, Inc.	83.67
2) ELS Architecture and Urban Design	78.00
3) SVA Architects, Inc.	76.33
4) IDS Group, Inc.	73.67
5) Dunbar Architecture	67.67
6) Lionakis	61.33

With this award and completion of this planning project, it is staff's intention to seek further grant funding for the construction phase through the California Strategic Growth Council under the Community Resilience Centers Program or alternative sources.

JUSTIFICATION:

To fulfill the City's grant obligations and advance its strategic goals, it is necessary to enter into a Professional Services Agreement for planning and development activities related to the conversion of the former Armory building into a Community Resilience Center and Emergency Operation Center for the Banning community.

Staff conducted a comprehensive evaluation of submitted proposals, considering qualifications, cost, relevant experience, and responsiveness to the Request for Proposals with both value added services and the overall approach taken into consideration. Based on this evaluation, staff recommends awarding the Professional Services Agreement to Richard Yen & Associates Architects & Planners, Inc. (RY+AO) in the amount of \$759,850.

FISCAL IMPACT:

The Professional Services Agreement in the amount of \$759,850 will be funded through the Community Resilience Centers Program grant award. To facilitate this, an appropriation from to Account 704-3200-412.33-11 in the amount of \$759,850 is required. Grant reimbursements will be requested periodically throughout the duration of the project.

ALTERNATIVES:

Do not approve Resolution 2025-143 and provide alternative direction to staff.

BUDGETED?:

No

CONTRACT/AGREEMENT:

Yes

ATTACHMENTS:

1. [Resolution 2025-143.docx](#)
2. [CC Resolution No. 2023-147.pdf](#)
3. [Grant Agreement.pdf](#)
4. [Proposal.pdf](#)
5. [C01207 - PSA Richard Yen for Banning Armory final.pdf](#)