



Legislation Text

File #: 18-515, **Version:** 1

Staff Report for a City of San Leandro City Council Resolution to Approve a Consulting Services Agreement with Indigo / Hammond & Playle Architects, LLP for Construction Support Services in the amount of \$394,090, and to Authorize the City Manager to Negotiate and Execute Individual Contract Amendments up to 10% (\$39,409) and Cumulative Contract Amendments up to a Maximum of 25% (\$98,523) of the Original Contract Amount for the Police Building and South Offices Modifications Project, Project No. 2014.0481

SUMMARY AND RECOMMENDATIONS

This consulting services agreement will provide for construction support services during the construction of the Police Building and South Offices Modifications Project.

Staff recommends that the City Council take the following actions:

- Approve a Consulting Services Agreement (CSA) with Indigo / Hammond & Playle Architects, LLP in the amount of \$394,090 for construction support services during construction of the Police Building and South Offices Modifications Project; and
- Authorize the City Manager to negotiate and approve individual contract amendments up to 10% of the contract amount (\$39,409); and
- Authorize the City Manager to negotiate and approve cumulative contract amendments up to 25% (\$98,523) of the contract amount.

BACKGROUND

In 2009, a Needs Assessment was performed for the San Leandro Police Department (SLPD) and it was determined that the building is severely overcrowded and has deficiencies in electrical supply. In 2013, Indigo / Hammond & Playle Architects, LLP (Indigo) was hired to provide space planning services to determine how SLPD could potentially occupy the office space within the South Offices Building that was vacated by the Recreation and Human Services Department. The conceptual design resulting from Indigo's effort was presented before the City Council in July 2014, and the project was later funded for detailed design through construction.

In 2016, after staff requested submissions from over sixty firms and reviewed four submissions, Indigo was selected to prepare construction-ready plans, specifications and estimates. The project documents were completed in summer 2018. Construction is tentatively scheduled to start in early 2019 and will take approximately fourteen months to complete, plus an additional month for project closeout.

Analysis

Indigo prepared the construction plans and technical specifications for the subject project. Per Section 16015 of the California Health and Safety Code, observation of the work of construction shall

be under the general responsible charge of the same architect who prepared the drawings and specifications for a project involving an Essential Services Building whenever feasible. The Public Safety Building is a police station and falls under the classification of an Essential Services Building.

As part of the contract scope of work, Indigo and its sub-consultants will participate in weekly construction meetings; review contractor submittals, requests for information, and change order requests; make revisions to project plans and specifications as needed; assist with commissioning, demonstration, and training of various building systems; and prepare and submit quarterly reports to the Division of the State Architect for construction related to Essential Services Buildings.

This contract represents staff's current understanding of the work required. Changes to the scope of contracts are at times necessary to respond to new information and/or to include additional items of work necessary for a complete product. In order to resolve these issues in a timely fashion and avoid delaying work, staff requests authorization to issue individual contract amendments for up to 10% (\$39,409) each and cumulative contract amendments up to 25% (\$98,523) of the original contract.

Current Agency Policies

- Provide quality public safety service and grow our partnership with the community to keep San Leandro safe
- Maintain and enhance San Leandro's infrastructure

Previous Actions

- On December 2, 2013, the City Council by Resolution No. 2013-151 approved a consulting services agreement with Indigo/Hammond & Playle Architects, LLP for the South Offices Space Planning Project.
- On July 28, 2014, two conceptual plans were presented to the City Council at a work session. Of the two design options presented, the City Council selected the option recommended by staff.
- On October 5, 2015, the City Council by Resolution No. 2015-171 deferred \$542,000 in project funding from FY 2016 to FY 2017.
- On November 7, 2016, the City Council by Resolution No. 2016-145, approved a consulting services agreement with Indigo/Hammond & Playle Architects, LLP for design services related to the Police Building and South Offices Modifications Project.
- On July 3, 2017, the City Council by Resolution No. 2017-093 approved Amendment No. 1 to the design contract with Indigo/Hammond & Playle Architects, LLP for design services to convert the theater space inside the South Offices Building to a new community meeting room.
- On November 6, 2017, the City Council by Resolution No. 2017-157 deferred \$560,000 in project funding from FY 2017 to FY 2019.

Applicable General Plan Policies

GOAL CSF-1: Provide and maintain high-quality police, fire, and emergency medical services.

Environmental Review

This project was deemed Categorically Exempt per California Environmental Quality Act (CEQA)

section 15301 (A and C) - Existing Facilities.

Fiscal Impacts

The total estimated project cost is \$9,417,686 as detailed below:

Indigo design contract	\$806,002
Other design costs	\$168,905
Construction contract	\$6,268,000
Construction contingency (15%)	\$940,200
Indigo construction support contract	\$394,090
Construction administration	\$195,289
Misc. testing and inspections	\$65,000
Dispatch consoles	\$145,200
Furnishings	\$285,000
<u>Phones, IT, and A/V equipment</u>	<u>\$150,000</u>
Total	\$9,417,686

Change order costs, if any, will be funded from the construction contingency listed above.

Budget Authority

Funding appropriations for the Police Building and South Offices Modifications Project are as follows:

<u>Account No.</u>	<u>Source</u>	<u>FY/Approp. Date</u>	<u>Amount</u>
210-18-137	General Fund	FY15/16	\$750,000
210-18-137	General Fund	FY16/17	\$1,574,983
210-18-145	General Fund, CIP Bond	FY18/19	\$5,000,000
<u>210-18-146</u>	<u>General Fund, CIP Bond</u>	<u>FY18/19</u>	<u>\$1,150,000</u>
Total Appropriation			\$8,474,983

Appropriation requested with the construction award Council action to fund the construction phase in account 210-18-145-5240
\$943,000

Total Proposed Project Funding **\$9,417,983**

Attachment to Legislative File

- CSA - Indigo / Hammond & Playle Architects, LLP Construction Support

PREPARED BY: Kyle K. Lei, Associate Engineer, Engineering and Transportation Department