



Item No. 14 Town of Atherton

CITY COUNCIL STAFF REPORT – REGULAR AGENDA

**TO: HONORABLE MAYOR AND CITY COUNCIL
GEORGE RODERICKS, CITY MANAGER**

THROUGH: ROBERT OVADIA, PUBLIC WORKS DIRECTOR

**FROM: MARTY HANNEMAN, INTERWEST CONSULTING GROUP
PROJECT MANAGER**

DATE: APRIL 17, 2019

**SUBJECT: CIVIC CENTER UPDATE: AUTHORIZE THE CITY MANAGER
TO EXECUTE AN AMENDMENT TO THE CONSULTING
SERVICES AGREEMENT WITH MACK5 TO PERFORM
ADDITIONAL TESTING AND INSPECTION SERVICES DURING
CONSTRUCTION OF THE CIVIC CENTER PROJECT**

RECOMMENDATION

Authorize the City Manager to execute an amendment to the consulting services agreement with Mack5 to perform additional testing and inspection services during the construction of the Civic Center Project for a fee not to exceed \$191,811.

BACKGROUND

At the March 6, 2019 Council Meeting, City Council awarded a construction contract to S.J. Amoroso Construction Company Inc., for the construction of the Civic Center Project for a total fee of \$47,077,000 (base bid of \$44,177,000 and add alternate fee of \$2,900,000). On March 27, 2019 a fully executed Construction Agreement with S.J Amoroso was completed.

Upcoming Key Dates:

- Groundbreaking Ceremony will be held on Tuesday April 23 at 3 PM.
- A pre-construction meeting will be held on April 30.
- Staff will issue notice to proceed on May 13, 2019.
- Temporary trailers will arrive at Holbrook-Palmer Park May 15 and May 22.
- Building and Planning staff will begin moving into temporary trailers the week of May 20.
- Administration and Finance staff will begin moving into temporary trailers the week of May 28.
- S.J. Amoroso will begin fencing off the construction site in early June.

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Additional Construction Inspection and Testing Services

The Mack5 original agreement to provide construction management (CM) and estimating services executed on July 23, 2014 for a fee of \$896,573, did not include construction inspection and testing services. These services were to be delivered via a future contract amendment. Mack5 has provided the additional scope of work (Attachment 1) for this service for a not to exceed fee of \$191,811. These services were contemplated as part of the overall Cost Model Manager.

City Council action is necessary to authorize the City Manager to execute an amendment to the consulting services agreement with Mack5 to perform additional construction testing and inspection services for the Civic Center Project for a fee not to exceed \$191,811.

POLICY ISSUES

There are no policy issues associated with this report.

FISCAL IMPACT

Attachment 2 is a summary of the project finances via the Monthly Budget Summary. Funding for this effort is included in the Cost Model Manager projections for the project.

PUBLIC NOTICE

Public notification was achieved by posting the agenda, with this agenda item being listed, at least 72 hours prior to the meeting in print and electronically. Information about the project is also disseminated via the Town's electronic News Flash and Atherton Online. There are approximately 1,200 subscribers to the Town's electronic News Flash publications. Subscribers include residents as well as stakeholders – to include, but be not limited to, media outlets, school districts, Menlo Park Fire District, service providers (water, power, and sewer), and regional elected officials. The Town maintains an active and up to date Project Website at <http://ca-atherton.civicplus.com/index.aspx?NID=290>.

COMMISSION/COMMITTEE FEEDBACK/REFERRAL

This item ___ has or X has not been before a Town Committee or Commission.

- ___ Audit/Finance Committee (meets every other month)
- ___ Bicycle/Pedestrian Committee (meets as needed)
- ___ PMC & Civic Center Advisory Committee (meets as needed)
- ___ Environmental Programs Committee (meets every other month)
- ___ Park and Recreation Committee (meets each month)
- ___ Planning Commission (meets each month)
- ___ Rail Committee (meets every other month)
- ___ Transportation Committee (meets every other month)

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ATTACHMENTS

Attachment 1: Mack5 Additional Service Request #4 – Testing & Inspection Services

Attachment 2: Monthly Budget Summary

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Attachment 2

Monthly Budget Summary

Fund Allocations	Library Fund	Building Facilities Fund	General Fund	Civic Center Donations	Total
FY 18-19 Budget	\$8,124,830	\$2,675,374	\$981,500	\$6,576,976	\$18,358,680
Expenditures to Date					
Design	\$1,083,313	\$452,452	\$581,357	\$2,479,255	\$4,596,378
Project Management	\$574,634	\$188,078	\$50,138	\$770,085	\$1,582,935
Geo-Tech/Environmental	\$48,706	\$95,442	\$59,280	\$0	\$203,429
Totals	\$1,706,654	\$735,972	\$690,776	\$3,249,340	\$6,382,741
Remaining FY 18-19 Budget	\$6,418,176	\$1,939,402	\$290,724	\$3,327,636	\$11,975,939

Atherton Now Cash Donations (Received)	Amount
Master Plan & Conceptual Design Phases 1 & 2	\$250,457
Schematic Design Phase 3	\$200,838
Design Development	\$506,870
Construction Documents Phase	\$783,026
Total Contributions to Date	\$1,741,191

Additional Service Request 04
 Date: April 10, 2018
 Project: Atherton Civic Center #14443
 Scope: Testing & Inspection Services

Background:

This Additional Service Request consists of adding the consulting services for independent testing and inspection for the Civic Center Project, which was not included in the mack⁵ Scope of Services in our Base Agreement, dated: 7/23/2014.

Testing & Inspection Services

Our current Agreement does not include any testing services on the new buildings. Therefore, mack5 has been asked to include these services over the course of construction. This Additional Service will add the service of a consulting engineer to sample, test and report on the various structural materials within the new buildings as called out in the construction documents and required by the Project's Structural Engineer. Per the terms of our agreement, dated: 7/23/2014, we submit the following not-to-exceed fees to contract with Applied Materials & Engineering, Inc. (AME), for the scope and fees stated in their attached proposal, dated: 4/9/18 for this work:

Applied Materials & Engineering, Inc. fee	\$174,374
mack ⁵ Markup	<u>\$17,437</u>
TOTAL	\$191,811

These amounts will be billed on a time expended basis.

<u>Summary</u>	<u>Fee</u>
Testing & Inspection Services	\$191,811
Total Additional Service Request	\$191,811
Current Contract Consulting Services	\$1,315,134
Total Revised Consulting Services	\$1,506,945

Submitted by mack⁵:



 Paul Beamer, Project Manager

Approved by Town of Atherton:

 Authorized Representative

 Date