



## Item No. 20 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:** FEBRUARY 19, 2020

**SUBJECT:** CIVIC CENTER PROJECT UPDATE: AUTHORIZE THE CITY  
MANAGER TO APPROVE CERTAIN WORKWEEK AND WEEKEND  
CONSTRUCTION ALLOWED VARIANCES

### **RECOMMENDATION**

Staff is recommending that City Council provide the City Manager with the authority to approve requests from the General Contractor – S.J. Amoroso (SJA) and their subcontractors for certain workweek and weekend construction allowed variances in the best interest of the Town.

### **BACKGROUND**

Below is a summary of major items and work-in-progress over the next few weeks.

#### *Week of February 10*

- Begin new Library rammed earth mock-up
- Pour concrete slab floor for Library
- Saw cut control joints for Library concrete floor
- Continue under slab electrical for City Hall/PD building

#### *Week of February 17*

- Complete install of new Library rammed earth mock-up
- Continue install of fire service line to Library
- Continue underground electrical and plumbing to all buildings
- Begin install of interior curbs and electrical rough in for Library
- Begin under slab install for mechanical area of Ancillary building

#### *Week of February 24*

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- Begin steel erection of City Hall/PD building
- Continue install interior curbs and electrical rough in for Library
- Continue under slab install for mechanical area of Ancillary building
- Continue bringing in electric and communications to Library

## Overall Project Activity

Recent work has focused on installing underground electrical to the City Hall, installing the concrete slab floor for the Library and continued work on installing fire and domestic water lines.

Live [webcams](#) for Library site work and the City Hall/PD site work are active on the Town's website. There is also a project progress [photo gallery](#).



## City Hall/Police Building/Ancillary Building

SJA is completing the installation of the under-slab electrical and communications systems. The week of February 17, the contractor will install the geotextile fabric and base rock in preparation for the steel erection beginning the week of February 24. The concrete slab pour will be done once the major steel components are erected.



Adjacent to the main City Hall and Police Building is the new Secure Police Parking Lot. Within that lot (between the new building and the Caltrain tracks) is the Police Ancillary Building. The contractor has completed the pouring of the foundation and is installing all the necessary electrical and plumbing.

The contractor has completed the installation of the concrete masonry unit (CMU) walls and is currently working on the underground electrical and communications piping systems.



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## Historic Town Hall & New Library

Demolition of the interior of the historic Town Hall building is nearly complete. This building will ultimately become a part of the new Library connected via a deck and patio doors that spill out from the side of the building onto the new deck. The front doors of the entry way area are being saved and refinished for reinstallation at the end of the remodel.

Work on the Town Hall building will be sealed up for the winter season as work continues elsewhere on the project site. Once the interior work begins, work will resume on the historic Town Hall building in the spring of 2020.

On February 10, SJA installed over 200 yards of concrete for the new Library floor slab. Work began on bringing in the electrical and communication lines into the under slabs.

## Rammed Earth Mock-Up

The contractor completed installing the mock-up of the rammed earth wall a few weeks ago and upon core testing of the walls, the structural engineer deemed the walls failed the strength compaction test. SJA and their subcontractor will be installing another mockup with some changes to address the failure at their cost.

## Site Work

Storm drain and fire and domestic water line work is continuing. Once all this underground site work is complete, the contractor can seal up the holes. The contractor continues to install all necessary utilities to all the building and concrete slabs will be poured by the end of this month. Steel erection for the City Hall/PD building will begin the week of February 24 and will last for several months.

## Request to Work Additional Days & Hours



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The City Council approved Civic Center Project Specifications - Section 01 1000 Summary 1.10B, which states:

*On-Site Work Hours: Limit work in the existing building to normal business working hours of 8:00 a.m. to 5:00 p.m., Monday through Friday, and as approved by the authorities having jurisdiction.*

1. *Weekend Hours: as approved by Town.*
2. *Early Morning Hours: as approved by Town.*
3. *Hours for Utility Shutdowns: see existing utility interruption information below.*
4. *Hours for Core Drilling and noisy activity: 8:00am-5:00pm Monday-Friday only.*

To date, SJA has applied for four Construction Exemption Application and Permits from the Police Department's Code Enforcement Officer (CEO) at a cost of \$74.00 each. SJA's subcontractors have also been fined twice by the CEO for a total of \$600.00. With many new construction activities beginning in a few weeks (i.e., steel erection) that are time schedule critical, staff believes it is in the best interest of the Town to provide the contractor with additional working hours and days flexibility. Staff is recommending the following, upon request from SJA:

- Allowed weekday work to begin one hour earlier at 7 a.m. to 5 p.m., only on an as needed basis.
- Allowed Saturday work from 9 a.m. to 5 p.m., only on an as needed basis.
- No Sunday work will be allowed.
- SJA must make any exception request to the City Manager at least 48 hours ahead of time (or as soon as possible) stating the reasons needed to work outside the normal approved hours and days.
- If a Saturday work request is approved by the City Manager, the Contractor will notify the CEO and surrounding neighbors.

These additional hours and days will also allow the contractor to perform non-construction related office work in their trailers or performing inside work such as: painting, dry wall, lighting, electrical, plumbing, etc.

Because the requests for work hour exception is by approval of the Town only, the Town can add specific criteria or conditions under which such exceptions would be granted. These can include:

- Limit work to work requested only (i.e. steel work, site work, interior work, etc.)
- Limit work to more restricted hours on Saturday, such as 10 am to 4 pm or 9 am to 3 pm
- Limit work to two or three Saturdays per month only
- Limit work to non-holiday weekends only or eliminate specific weekends (Easter weekend, Memorial Day weekend, Labor Day weekend, 4<sup>th</sup> of July, etc.)
- Limit inside work to specific periods (i.e. when the buildings are substantially sealed, etc.)

*City Council action is necessary to authorize the City Manager to approve any work requests beyond what is currently approved in the City Council project bid documents.*

Project Change Orders & Payment Requests

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Please see Attachment 1 for a summary of the currently approved project change orders and payment requests.

### **POLICY ISSUES**

The Town holds residential construction activity to a strict Monday through Friday, 8 am to 5 pm construction schedule. The purpose is to alleviate impact on the adjacent neighborhood. However, the Town Center Project is a commercial construction project, *within* a residential neighborhood. In addition to the magnitude of the project, the materials and construction activity is different than a standard residential home. The Town's project has a disparate impact on the immediate larger residential neighborhood than does a standard residential project against the immediate neighbors. This should be balanced against the fact that public dollars are being spent on this project and a timely completion of the project will not only reduce the amount of public dollars being spent (temporary facilities, utilities, etc.) but will also reduce the impact on the surrounding neighborhood and community at large.

### **FISCAL IMPACT**

There is no fiscal impact associated with this staff report.

### **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)

### **ATTACHMENT**

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Attachment 1: Summary of Town Center Payment Requests and Change Orders

