



**Item No. 22  
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: SEPTEMBER 16, 2020**

**SUBJECT: TOWN CENTER PROJECT UPDATE: AUTHORIZE THE CITY  
ATTORNEY TO PREPARE AND THE CITY MANAGER TO EXECUTE  
AN AGREEMENT ADMENDMENT WITH WRNS STUDIO FOR  
ADDITIONAL CONSTRUCTION ADMINISTRATION FUNDING;  
AUTHORIZE THE CITY ATTORNEY TO PREPARE AND THE CITY  
MANAGER TO EXECUTE A SETTLEMENT AGREEMENT WITH S.J.  
AMOROSO CONSTRUCTION COMPANY INC., AND APPROVE THE  
PRELIMINARY FUTURE FOUNTAIN DESIGN OPTIONS AND  
LOCATIONS**

**RECOMMENDATION**

1. Receive and file the Town Center project update; and
2. Authorize the City Attorney to prepare and the City Manager to execute an Agreement amendment with WRNS Studio for additional Construction Administration funding in the amount of \$367,900; and
3. Authorize the City Attorney to prepare and the City Manager to execute a Settlement Agreement with S.J. Amoroso Construction Company Inc.; and
4. Approve the preliminary future fountain design options and locations.

**BACKGROUND**

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

*Week of September 7*

- Continue install exterior wall and clips on City Hall/PD building
- Continue stall of interior walls and door frames for City Hall/PD building
- Continue to install hydronic piping and mechanical systems for City Hall/PD building
- Continue install of mechanical and electrical systems for Ancillary building

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- Begin install of rough plumbing and set door frames for Ancillary building
- Continue sheetrock installation City Hall/PD building
- Continue steel erection at Library

### Week of September 14

- Begin install of seismic bracing on City Hall/PD building
- Continue stall of windows and door frames for City Hall/PD building
- Continue to install hydronic piping and mechanical systems for City Hall/PD building
- Continue install of mechanical and electrical systems for Ancillary building
- continue install of rough plumbing and set door frames for Ancillary building
- Continue sheetrock installation City Hall/PD building
- Continue steel erection, welding, roof, and high-density foam decking at Library
- Set emergency generator in Ancillary building area

### Week of September 21

- Begin install of gutters and underlayment for City Hall/PD building
- Continue install of mechanical and electrical systems for Ancillary building
- Continue install of rough plumbing and set door frames for Ancillary building
- Continue sheetrock installation City Hall/PD building
- Continue steel erection, welding, roof, and high-density foam decking at Library

### Overall Project Activity

The contractor's primary focus is installing the mechanical, electrical, and plumbing (MPE), and communications, framing the interior and exterior walls, and roof for the City Hall/Police building and installing the steel framing for the Library.

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/Council Chambers

The contractor continues installing all the interior door and window frames, installing electrical and communication lines and framing interior and exterior walls for the City Hall building. This work will continue for a few more months.

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## Ancillary Building

Adjacent to the main City Hall/Police Building is the new secure Police parking lot and Ancillary building. The contractor continues the installation of electrical, plumbing, and setting the door frames. The roof was completed in early August.

## Historic Town Hall & New Library

Removal of the old windows, exterior stucco walls and clay tile roof has been completed on the Town Hall building. Rough framing work, mechanical, electrical, and plumbing will begin in a few weeks. 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.

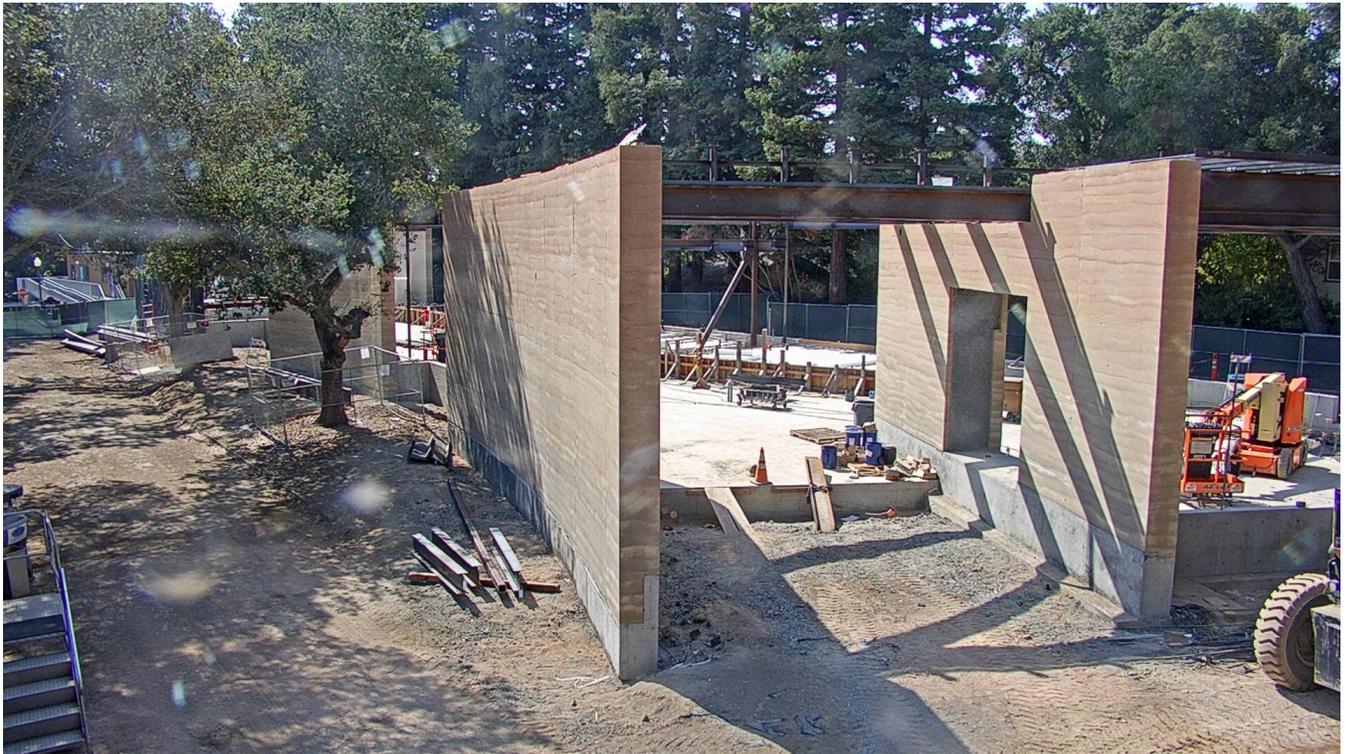


Work began the week of August 21<sup>st</sup> installing the Library steel structure and should be completed the week of September 21<sup>st</sup>. Once complete, the contractor will begin installing the under-slab foam to raise the floor height.

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### Site Work

Much of the underground site work for utilities has been completed. The contractor will be installing the chilled water pipes between the Library and City Hall sometime in October.

### Fountain Design Options and Next Steps

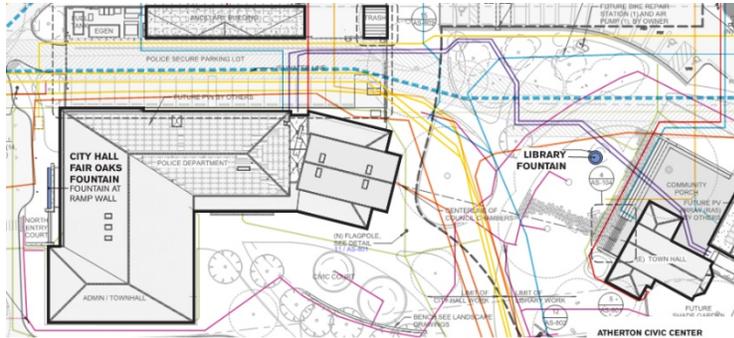
At the July 15 City Council meeting the Council directed that the Town Center Ad Hoc Subcommittee (Mayor Rick DeGolia & Vice Mayor Elizabeth Lewis) meet to advise the City Council on potential locations for the two Town Center fountains as well as a recommendation on their aesthetic. The Ad Hoc Subcommittee requested that a couple of members of the Project Management Subcommittee of the CCAC be reconstituted to assist in the effort. Staff contacted Rose Hau and Steve DoStart to participate.

On July 21, a Zoom meeting was held with the Mayor, Vice Mayor, Rose Hau, Steve DoStart, City Manager George Rodericks, and Project Manager Marty Hanneman to discuss potential fountain design options and locations. Upon much discussion, the group agreed to recommend to City Council for future installation the following:

- Library Fountain - as depicted in the Concept Drawing below; and
- City Hall - on left exterior wall of Dispatch (northeast corner) as you are facing the building on Fair Oaks - wall mounted fountain; and
- Have the required plumbing and electrical installed by SJ Amoroso for future fountains to reduce ultimate costs.

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*Staff is requesting City Council authorization to move forward as described above.*





**WRNS Construction Administration Budget**

WRNS Studio sent a letter to the Town dated July 9, 2020, (Attachment 1) requesting additional funds for the design team’s continued support for the Construction Administration (CA) phase. These additional funds were deemed necessary due to the extended construction schedule for of the Town Center Project.

The original WRNS detailed task/fee proposal developed from the Request for Proposal (RFP) issued in Fall 2014. The proposal outlined specifically the timeline, meetings, and participation for all the phases, including the Construction Administration phase. Based on the RFP, the Construction phase had a published start date of August 2016 and anticipated completion date of February 2018 – a total of 80 weeks.

The project began construction in June 2019 and had an original completion date of June 30, 2021 for a total of 108 weeks. The current construction schedule issued by S.J. Amoroso for August 2020, has the completion date due to COVID-19 complications and steel fabrication issues as November 8, 2021. With the new completion date of November 2021, this adds 16 weeks to the CA timeline for a total of 124 weeks. This increases the original project CA timeline from 80 weeks to 124 weeks for difference of 44 weeks.

Since the schedule has grown by approximately 44 weeks since the March 2015 contract, WRNS is requesting an additional \$367,900 to provide continued design team CA support. In their July 9 letter, WRNS has provided a forecasted monthly expenditure based on historical experience of this project and similar projects.

Based on construction industry standards provided by Mack5, the general costs for the design team are broken down into the phases and have the following ranges of the overall fee for the design team:

- Schematic design is about 10% -15%

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- Design Development is 10% - 20%
- Construction Documents is 30% - 40%
- Bidding is 1% - 5%
- Construction Administration (CA) is 20% - 30%

These ranges can vary greatly and are mostly determined by the quality of the bid documents, experience of the General Contractor and their sub-contractors and the type of project. The Town Center project is complicated because it includes four buildings: City Hall/PD, Ancillary, Library, and renovation of the Historic Town Hall. Also, there are some unique features i.e., rammed earth walls in Library, chilled water system for cooling the City Hall, Library and historic Town Hall buildings and working around the existing 36-inch San Francisco Public Utility water line.

The current total fee for WRNS Studio for the Town Center project is \$5,569,895. Based on a CA fee range of 20% - 30%, the CA fee would be \$1,113,979 to \$1,670, 968. This compares to the March 2015 WRNS fee of \$519,960.

*City Council action is required to authorize the City Attorney to prepare and the City Manager to execute an Agreement amendment with WRNS Studios for \$367,900 for extended time required for construction of the Town Center project to October 29, 2021.*

### **Settlement Agreement CPE#13 Steel Fabrication Delay and CPE#51 COVID-19**

#### CPE#13 - Steel Fabrication Delay

As the Council may recall, early in the project's construction, there were issues related to the number of Requests for Information (RFI) that arose. S.J. Amoroso alleged that the plans were not sufficiently detailed to allow for the fabrication of steel. To get the necessary amount of detail, S.J. Amoroso's subcontractor submitted numerous RFI's to WRNS for clarity on the plan detail. WRNS alleged that S.J. Amoroso was submitting superfluous RFIs and that most of the RFI requests were readily identifiable in the plan detail. Ultimately, S.J. Amoroso submitted a Change Proposal Estimate (CPE) for additional costs and delay related to a real-time delay of steel fabrication as it impacted the project's critical path. The request and exposure to the Town was for a total of \$795,000 in cost and 63 workdays (WD) of project delay. Staff denied the request but opened a conversation to discussion in the interest of a maintaining a positive relationship with the contractor and preventing a post-project claim for damages.

In the intervening time, staff engaged the services of an industry expert to review the details of CPE#13 to mediate a solution. In summary, the Report found that S.J. Amoroso did incur delay in steel fabrication. However, the Report also found that the plan sets were sufficiently detailed and not out of normal standards of care for such documents. Therefore, the Report advised that S.J. Amoroso was only entitled to 16 workdays of delay (compensable) and *could be entitled* to an additional 30+ days of non-compensable delay.

#### CPE#51 - COVID-19 Delay

In evaluation of the COVID-19 shut down of the Library and City Hall construction, S.J. Amoroso submitted a 35-day compensable delay CPE. S.J. Amoroso is entitled to compensable delay under the

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Public Contracts Code. The request and exposure to the Town on this estimate at S.J. Amoroso's full cost per day was approximately \$274,431. S.J. Amoroso advised that their daily rate is \$7,840.89; however, staff supports a compensable daily rate closer at \$7,000.

### Proposed Settlement Agreement

Staff looked to S.J. Amoroso for a global settlement of both CPE#13 and CPE#51 preventing all future claims. The potential exposure to the Town based on S.J. Amoroso's request was \$1,069,431 and 98 workdays. Based on discussion with S.J. Amoroso, staff and S.J. Amoroso landed on a settlement agreement of the following:

- > CPE#13 - 16 compensable workdays (WD) at \$7,000 WD for a total of \$112,000
- > CPE#51 - 35 compensable workdays at \$7,000 per WD for a total of \$245,000
- > Waiver and release of all claims arising from CPE#13 and CPE#51
- > Extension of Project Final Completion Date from June 30, 2021 to October 29, 2021
- > Authorization for 35 workdays (non-compensable) extension and no liquidated damages (LD's).

The total cost of the settlement, \$357,000, will be divided between the Library and City Hall as follows:

- > Library - \$210,000 (30 days at \$7,000/WD)
- > City Hall - \$147,000 (21 days at \$7,000/WD)

The Executed Settlement Term Sheet is attached. This settlement is contingent on approval by the City Council. The City Manager has the authorization to settle the CPE's but does not have authority to extend the project schedule completion date beyond June 30, 2021. The final settlement results in \$357,000 and 86 workdays. Staff believes this is a fair and equitable settlement for these items.

Based on the current project schedule, the Town will begin occupying the City Hall/Police Department building in early July 2021 and the Library in early August 2021 via temporary certificates of occupancy (TCO). The remaining time to October 29, 2021 will be for the contractor to demo the existing Police building, construct Ashfield Road to Fair Oaks and the complete all landscaping and punch list items.

*City Council action is required to authorize the City Attorney to prepare and the City Manager to execute a Settlement Agreement with S.J. Amoroso Construction Company Inc., to settle CPE#13 for \$112,000, and CPE#51 for \$245,000 for a total of \$357,000 and to extend the project completion schedule to October 29, 2021.*

### Work Variance Authorizations

To date, the City Manager has approved the following contractor work variance requests with the following conditions of approval noted below:

- Saturday hours of work: 9 AM to 5 PM
- No work allowed on Sunday or Holidays
- Other days hours of work as stated.
- Ingress/Egress limited to Fair Oaks Lane

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- Police and Code Department notification
  - Neighbor notifications required for immediate area
  - Work limited to what was requested
  - All current job safety and COVID-19 site requirements remain in force
- 
- ✓ Request #01 - Saturday, February 29 - Structural Steel Installation for City Hall Building
  - ✓ Request #02 - Saturday, March 6 - Structural Steel Installation/Delivery for City Hall Building
  - ✓ Request #03 - Saturday, March 21 - To make the project site safe and secure in response to the work suspension due to COVID-19.
  - ✓ Request #04 – Tuesday May 5, begin setting up concrete pump truck at 6:30 AM and work until 9 PM for a very large concrete pour for the City Hall/PD building.
  - ✓ Request #05 – Tuesday May 12, begin setting up concrete pump truck at 6:30 AM and work until 7 PM for a very large concrete pour for the City Hall/PD building.
  - ✓ Request #06 – Thursday May 14, begin setting up concrete pump truck at 6:30 AM and work until 7 PM for a very large concrete pour for the City Hall/PD building.
  - ✓ Request #07 - Saturday, May 30 - Rammed Earth Wall
  - ✓ Request #08 - Saturday, June 6 - Rammed Earth Wall
  - ✓ Request #9 (Revised) - Thursday, June 25 - Friday, July 10 - Extended Hours/Rammed Earth
  - ✓ Request #10 - Monday, June 22 - Friday, July 10 - Extended Hours/Rammed Earth
  - ✓ Request #11 - Saturday, June 27 - Rammed Earth Formwork
  - ✓ Request 012 - Monday, July 13 - Thursday, July 30 - Rammed Earth Formwork
  - ✓ Request 013 - Saturday, July 11, Saturday, July 18, & Saturday, July 25 - Rammed Earth Wall Construction
  - ✓ Request 014 - Saturday, August 1, Saturday, August 8 - Rammed Earth Wall Construction
  - ✓ Request 015 - Monday - Friday, August 3 through August 21 - Rammed Earth Wall Extended Hours
  - ✓ Request 016 - Thursday, August 6 - Air Handling Units
  - ✓ Request 017 - Saturday, August 15 - Rammed Earth Wall Construction
  - ✓ Request 018 - Monday - Friday, August 31 to September 11 - 7 am Start - Roof Eaves/Corbels @ City Hall

### Project Change Orders & Payment Requests

Please see Attachment 2 for a summary of the currently approved project change orders and payment requests. The Attachment includes the Settlement of CPE#13 and CPE#51.

### POLICY ISSUES

There are no significant policy issues associated with this staff report.

### 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

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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**

- Attachment 1: WRNS Studio Letter dated July 9, 2020
- Attachment 2: Summary of Town Center Payment Requests and Change Orders
- Attachment 3: Executed Settlement Term Sheet

July 9, 2020  
~~July 4, 2020~~

George Rodericks  
City Manager  
Town of Atherton  
91 Ashfield Road  
Atherton, CA 94027

Re: Town of Atherton Civic Center Increased Construction Administration Participation  
Job no. 15007.00 Additional Service Request No. 41

Dear George,

Thank you for the opportunity to provide you with an Additional Service proposal related to the extended construction schedule and the associated design team participation in support of the Construction Administration phase of the Atherton Civic Center project for the Town of Atherton (TOA). Our original detailed task-fee proposal built from the Request for Proposal (RFP) issued in Fall of 2014 (RFP due date December 10, 2014) was included in the Prime Agreement effective October 29, 2015, and outlined specifically the timeline, meetings and participation for all the phases including the Construction Administration phase. Based on the RFP, the Construction phase had a published anticipated completion target date of August 2016 and May 2017. A subsequent schedule dated March 18, 2015 identified February 8, 2018. Additionally, the current Construction schedule issued by SJA on May 2020 lists the completion date due to COVID-19 complications as October 8, 2021. With the start date of May 6, 2019, and a total of 127 weeks to completion, this adds 43 weeks to the effort and associated contract. This revised construction schedule expansion from the original TOA forecast, along with the expansion due to slow down and difficulties associated with the COVID-19 pandemic, is the foundation for this request for additional services.

As mentioned, the Request for Proposal (RFP) included a schedule and cost estimate target amount issued by Mack5, the Town of Atherton representatives. In the RFP and subsequent supporting documents, the project was advertised with a Construction start date of June 8, 2016 and a completion target date of February 8, 2018. Our original proposal detailed in the submitted Work and Fee work plan, noted our assumption for a construction period of 84 weeks, which aligned with the published RFP schedule. During the early contract negotiations, the TOA asked our design team to reduce comprehensively the discipline and phased fees in the anticipation that the design and construction process might be as simple and streamlined as the schedule suggested (see attached supporting email and comparison), and to develop an incremental contract amendment approach with the phases. The reduced fee (see attached for summary) was a good faith effort in budget management, and an acknowledgement that the project budget and schedule should have accurately reflected an aligned and simple approach. It was realized that, should the design or details of the project process (schedule considered part of this) change significantly, discussion with the TOA and consideration of a fee augmentation at the start of each phase might be had. Since the schedule has grown by approximately 43 weeks since our March 2015 contract, we respectfully request the associated compensation for the time. We have provided a forecasted monthly expenditure for your consideration – based on historical experience of this project and similar projects.

While the project design has since grown in budget, program and design ambition from the original RFP, phased estimates have been reviewed with the TOA throughout the project with the approved estimate at \$ 40.7 M (March 27, 2018; advertised April 10, 2018 Addendum #1). Both the project design evolution (as led by the CCAC), and the construction estimate were reviewed and approved through each design phase – Design Development, Construction Documents and Bidding through the estimates provided by Mack5.

We respectfully request your consideration of the below to continue to assist the TOA at the level warranted for this Civic Center.

## SCOPE OF SERVICES

Continued level of service for Construction Administration of the Civic Center anticipating a completion date of August 2021 due to high level of service, elongated construction schedule (from 84 weeks) and COVID-19 affected schedule time increases (approximately 124 weeks) as submitted by SJA on March 2020 dated May 2020.

We are suggesting the anticipated cadence and fee associated based on the May 2020 SJA Construction Schedule and discussions with TOA representatives

## Proposed Fee:

For the Scope-of-Work described above, we respectfully request an amount of \$ 367, 900.00 (Three Hundred Sixty Seven Thousand, Nine Hundred dollars) for the construction administration services noted above.

Architectural	\$311,500.00
Structural	18,400.00
Civil	9,500.00
Landscape	4,000.00
Mechanical/Plumbing/Energy	17,000.00
Electrical/Daylighting	8,600.00
<hr/>	
<b>Total</b>	<b>\$367,900.00</b>

## Reimbursables:

For work Billed at incurred rate multiplied by 10% and is estimated to be less than \$ 51, 520.00. This estimate does not included Presentation Materials or Bidding sets. All interim submission will be provided electronically.

## Additional Services:

When approved in writing by the Owner, effort expended for additional services will be billed on an hourly basis and charged against the project at the hourly or, for a mutually agreed-upon lump-sum fee.

## Reimbursable Expenses:

Reimbursable expenses are billed in addition to the not-to-exceed fee proposed, and include only actual expenditures made in the interest of the project. Allowable reimbursable costs include, but are not limited to the following: cost of plotting/reproduction, photography and express delivery as specifically requested by the Owner, travel outside the 50-mile radius of the project site as specifically requested by the Owner, and will be billed at 1.10 times our direct cost.

## EXCLUSIONS

The following items/services are not part of Basic Services, but may be provided as an Additional Service if requested and authorized by the Client:

We hope this proposal meets with your approval and reflects the effort and intentions as described in our discussion. Please let us know if you should need additional information.

Sincerely,

Accepted



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Pauline Souza, AIA, LEED AP  
Project Manager, Partner  
WRNS STUDIO

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George Rodericks  
City Manager  
Town of Atherton

Cc: Marty Hanneman, Town of Atherton

Attachments:

03215 WRNS AE Fee Analysis PS update  
Atherton Contract email 3.14.2015  
15.03.18 ACC Schedule  
Atherton Civic Center hours and rates (original contract proposal)  
SJA Atherton May 2020 Update  
Project Schedule 20144251231443079  
WRNS Atherton Forecasted CA labor burn to 10.21

Atherton Civic Center

			221	302	303
Architect Fees Analysis	HMC	Mack5	WRNS	WRNS	
Arch programming/MP	\$230,745	\$116,372	\$118,435	\$122,060	
Arch design	\$2,307,446				
Concept Des			\$267,795	\$257,420	
Schematic Des		\$232,745	\$352,435	\$153,555	
				\$150,745	
Des Dev		\$465,490	\$1,003,025	\$920,880	\$ 697,185
Const Docs		\$930,980	\$1,231,650	\$1,136,525	\$1,182,615
Plan review			\$106,020	\$67,190	\$ -
Bidding		\$69,824	\$47,545	\$41,135	\$65,740
Const Admin		\$512,038	\$455,968	\$453,020	\$ 519,960
Arch Outreach	\$461,489				
Arch consultants	\$230,745				
Arch reimburseables	\$115,372	\$69,823			
LEED Certification	\$10,000				
<b>BASE TOTAL</b>	<b>\$3,355,797</b>	<b>\$2,397,272</b>	<b>\$3,582,873</b>	<b>\$3,302,530</b>	<b>\$ 31,494,280</b>
% by Lead Architect			65%		
% of Construction Cost					
Design contingency					
Alt 1- Renov. Town Hall	\$181,313		\$98,000	\$188,000	
Alt 2 - Garage	\$905,004		\$180,000	\$387,000	
Alt 3- LEED Docs			\$38,000	\$85,000	
Alt 4 - Data/Telcom				\$32,000	
Alt 5- Site Amenities	\$64,489		\$38,000	\$38,000	
Alt 6 - Ballistic Sheathing	\$6,444		\$50,000	\$37,000	
Alt 7 - Commissioning-ME				\$26,800	
Alt 8 - Water Line support				\$17,482	
Alt 9 - Additional PV's				\$29,000	
Alternates Sub-total	\$1,157,250	\$346,494	\$404,000	\$840,282	
<b>TOTAL- Incl. Alternates</b>	<b>\$4,513,047</b>	<b>\$2,743,766</b>	<b>\$3,986,873</b>	<b>\$4,142,812</b>	



## Pauline Souza

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**From:** Pauline Souza  
**Sent:** Wednesday, March 4, 2015 3:46 PM  
**To:** 'Gordon Siebert'; 'Paul Beamer'  
**Cc:** Pauline Souza  
**Subject:** Atherton Civic Center  
**Attachments:** Atherton Civic Center hours and rates\_02 26 2015\_FINAL revised AD V11.pdf; 030215 WRNS AE Fees Analysis PS update 3.3.15.pdf

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

**Categories:** Business

Hello Gordon and Paul,

Thank you for the time yesterday. Please see attached my latest pass at integrating efforts and responding to the comments I heard yesterday. I hope that the reallocation and reduction will be satisfying and reflective of what we discussed. I very much appreciated your creativity in helping us understand how we can work together.

I have highlighted in red some of the scope revisions/clarifications we discussed – and identified a few modifications. The main one is that the Commissioning needed for Title 24 is noted below the line because it has been lately identified as more than “business as usual” for the MP firms.

As we discussed, below I identified a few things we have done to help whittle the fee down from the time we first submitted.

Please let me know if we need to have another discussion before you pass this along. And again, I hope this is satisfying and reflective of what you were looking for.

Best, Pauline

*background:*

### WRNS Design Team FEE negotiation since inception of fee development (Jan 2015)

- WRNS participation – reduced noted hours and rates for both Adam, Wright and Pauline ; reduced fee over 4 versions by 16.5%
- Police Consultant – Fee kept to noted 100 K to cover major police programming and detail consulting. Decision to find a different but credible consultant that is willing to work with the process and allocated fee (change from RDS to Glass)
- Landscape – New landscape architect agreed to the previously developed landscape fee (under BFS) – they actually wanted 55% more than what is shown
- Civil – reduced fee by 18% to assist in the reduction of fees
- MP – reduced fee by 4.5% to assist in reduction of fees
- E – reduced fee by 3% to assist in the reduction of fees
- Structural – reduced fee by 16% to assist in the reduction of fees
- Acoustical – reduced fee by 3% to assist in the reduction of fees

- AV– reduced fee by 8% to assist in the reduction of fees

PAULINE SOUZA Partner | Director of Sustainability | LEED Fellow | AIA | LEED AP BD+C  
National Green Schools Committee Chair - Center for Green Schools | Green Schools Advocate for the USGBC  
<http://www.centerforgreenschools.org>

## WRNS STUDIO

<http://www.wrnsstudio.com> | 415.489.2235 P | 415.203.3260C | 415.358.9100 F | 501 2ND ST. #402 | San Francisco, CA 94107



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**READ ABOUT** [Sacred Heart Library, The First NZEB certified Library in the U.S. and First School in California](#)

# Atherton Civic Center - Atherton

## Project Schedule - March 18, 2015



ID	Task Name	Duration	Start	Finish	
1	<b>ACC Documentation</b>	0 days	Mon 6/30/14	Mon 6/30/14	10/26
2	<b>Project Setup &amp; Initiation</b>	<b>204 days</b>	<b>Wed 7/23/14</b>	<b>Mon 5/4/15</b>	
3	Project Management NTP	0 days	Wed 7/23/14	Wed 7/23/14	
4	Project Orientation & Kick-off Meeting	1 day	Wed 7/30/14	Wed 7/30/14	
5	Review Existing Cost Estimate	2 wks	Thu 7/31/14	Wed 8/13/14	
6	Develop Work Plan	2 wks	Thu 7/31/14	Wed 8/13/14	
7	Request All Site Documentation:Survey, Geotech, Hazmat	0 days	Mon 8/4/14	Mon 8/4/14	
8	Review Entitlements	4 wks	Mon 8/4/14	Fri 8/29/14	
9	Goals & Objectives	25 days	Thu 7/31/14	Wed 9/3/14	
10	<b>CCAC Meetings</b>	<b>176 days</b>	<b>Mon 9/1/14</b>	<b>Mon 5/4/15</b>	
20	PM Advise on Architect RFP/RFQ	25 days	Thu 7/31/14	Wed 9/3/14	
21	CCAC Approve Architect RFQ	0 days	Mon 9/8/14	Mon 9/8/14	
22	Council Approve Architect RFQ & Issue	0 days	Wed 9/17/14	Wed 9/17/14	
23	Architectural SOQ Due	0 days	Fri 10/3/14	Fri 10/3/14	
24	Evaluate SOQ & Short List Architects for RFP	7 days	Mon 10/6/14	Tue 10/14/14	
25	Council Approves RFP & Issue	0 days	Wed 11/5/14	Wed 11/5/14	
26	RFP Q&A	1 day	Wed 11/12/14	Wed 11/12/14	
27	Architectural Proposals Due	0 days	Wed 12/10/14	Wed 12/10/14	
28	Evaluate Proposals & Invite Architects to Interview	7 days	Thu 12/11/14	Fri 12/19/14	
29	Interview Architectural Short List	2 days	Tue 1/13/15	Wed 1/14/15	
30	Joint CCAC/Council Presentation	0 days	Tue 1/27/15	Tue 1/27/15	
31	Architect Contract Negotiations	9 days	Tue 1/27/15	Fri 2/6/15	
32	Council Selection of Architect	0 days	Wed 3/18/15	Wed 3/18/15	
33	Architectural NTP	0 days	Mon 3/23/15	Mon 3/23/15	
34					
35	<b>Design Phase</b>	<b>345 days</b>	<b>Tue 3/24/15</b>	<b>Mon 7/18/16</b>	
36	<b>Master Plan Review &amp; Programming</b>	<b>40 days</b>	<b>Tue 3/24/15</b>	<b>Mon 5/18/15</b>	
37	Detailed Programming Preparation	16 days	Tue 3/24/15	Tue 4/14/15	
38	Public Meeting - CCAC, User Groups	1 day	Wed 4/15/15	Wed 4/15/15	
39	Detailed Programming Progress	11 days	Thu 4/16/15	Thu 4/30/15	
40	Public Meeting - 100% Programming Review	1 day	Fri 5/1/15	Fri 5/1/15	
41	Submit Draft Program Documents	5 days	Mon 5/4/15	Fri 5/8/15	
42	Conceptual Cost Model	5 days	Mon 5/11/15	Fri 5/15/15	
43	Issue 100% Programming Documents	1 day	Mon 5/18/15	Mon 5/18/15	
44					
45	<b>Conceptual Design</b>	<b>43 days</b>	<b>Mon 5/4/15</b>	<b>Wed 7/1/15</b>	
46	Site Development	16 days	Tue 6/2/15	Tue 6/23/15	
47	Building Development	16 days	Mon 5/4/15	Mon 5/25/15	
48	Public Meetings - Concept Alternatives	2 days	Tue 5/26/15	Wed 5/27/15	
49	Conceptual Design Progress	10 days	Thu 5/28/15	Wed 6/10/15	
50	Public Meetings - Neighborhood Road Show	5 days	Thu 6/11/15	Wed 6/17/15	
51	Conceptual Design Progress	10 days	Thu 6/18/15	Wed 7/1/15	
52	Conceptual Cost Model - Update	5 days	Thu 6/18/15	Wed 6/24/15	
53	Issue 100% Conceptual Documents	1 day	Thu 6/25/15	Thu 6/25/15	
54					
55	<b>Schematic Design</b>	<b>65 days</b>	<b>Thu 7/9/15</b>	<b>Thu 10/8/15</b>	
71					
72	<b>Design Development</b>	<b>78 days</b>	<b>Mon 10/12/15</b>	<b>Thu 1/28/16</b>	
87					
88	<b>Construction Documents</b>	<b>112 days</b>	<b>Thu 2/11/16</b>	<b>Mon 7/18/16</b>	
111					
112	<b>Town Approvals</b>	<b>308 days</b>	<b>Tue 5/19/15</b>	<b>Thu 7/21/16</b>	
113	<b>Design Review</b>	<b>308 days</b>	<b>Tue 5/19/15</b>	<b>Thu 7/21/16</b>	
114	<b>Programming</b>	<b>10 days</b>	<b>Tue 5/19/15</b>	<b>Mon 6/1/15</b>	

# Atherton Civic Center - Atherton

## Project Schedule - March 18, 2015



ID	Task Name	Duration	Start	Finish	
117	<b>Conceptual Design</b>	<b>10 days</b>	<b>Fri 6/26/15</b>	<b>Thu 7/9/15</b>	10/26
120	<b>Schematic Design</b>	<b>10 days</b>	<b>Tue 9/29/15</b>	<b>Mon 10/12/15</b>	
123	<b>Design Development</b>	<b>10 days</b>	<b>Fri 1/29/16</b>	<b>Thu 2/11/16</b>	
126	<b>Construction Documents</b>	<b>55 days</b>	<b>Fri 5/6/16</b>	<b>Thu 7/21/16</b>	
133					
134	<b>Entitlements</b>	<b>201 days</b>	<b>Wed 7/23/14</b>	<b>Wed 4/29/15</b>	
146					
147	<b>Permitting</b>	<b>208 days</b>	<b>Mon 9/28/15</b>	<b>Thu 7/14/16</b>	
158					
159	<b>Bidding Phase</b>	<b>35 days</b>	<b>Thu 7/21/16</b>	<b>Thu 9/8/16</b>	
166					
167	<b>Construction Phase</b>	<b>420 days</b>	<b>Thu 9/8/16</b>	<b>Thu 4/19/18</b>	
176	<b>Project Opening</b>	<b>20 days</b>	<b>Fri 4/20/18</b>	<b>Thu 5/17/18</b>	

Phases	WRNS Studio Architectural Design, Interior Planning, Graphics, Specifications, Fundraising Documentation																												Glass Police Design		Mar Structural Engineering		SWA Landscape Architecture		Sherwood Civil Engineering/Survey		Interface M/ P/F Engineering		Integral Electrical Engineering/IT		CM Salter Acoustics / Technology Consulting		NA Cost Consulting		Interface Energy Modelig		CM Salter Security Consulting		TOTAL	
	Pauline Souza Partner / Sustainable Director/PM		Adam Woltag Design Partner		Wright Sherman Campus Partner		Joel Baumgardner Project Architect		Eileen Ong Project Architect		Stephanie Hebert Interior Designer		Gabriella Medina Environmental Graphic Designer		Eric Glass Police Architect		David Mar Lead Structural Engineer		Rene Bihan Lead Landscape Architect		Bry Sarte Lead Civil Engineer		Hormoz Janssens Lead M / P/F Engineer		David Kaneda Lead Electrical Engineer		Phil Sanders Lead Acoustics / Technology Consultant		NA Lead Cost Consultant		Hormoz Janssens Lead M / P/F Engineer		Phil Sanders Lead Security Consulting		TOTAL															
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars														
<b>Master Plan Review</b>																																																		
<i>Assume 4 weeks</i>																																																		
1.1	Meet with Town Project Team- review Goals and Process	4	\$740	4	\$740	4	\$700	2	\$290	1	\$145	2	\$250	0	\$0	4	\$560	4	\$560	4	\$560	4	\$700	8	\$1,400	4	\$700	2	\$270	0	\$0	0	\$0	0	\$0	0	47	\$7,615												
	Review of all known documents: survey, traffic, geotechnical etc	1	\$185	0	\$0	0	\$0	6	\$870	2	\$290	0	\$0	0	\$0	3	\$420	3	\$420	0	\$0	2	\$350	3	\$525	4	\$700	1	\$135	0	\$0	0	\$0	0	\$0	0	25	\$3,895												
	Internal Team Meeting and organization/research	1	\$185	1	\$185	1	\$175	1	\$145	1	\$145	0	\$0	0	\$0	4	\$560	3	\$420	4	\$560																16	\$2,375												
	Program Verification and "Story" Development - MP Review	20	\$3,700	40	\$7,400	4	\$700	22	\$3,190	1	\$145	8	\$1,000	0	\$0	96	\$13,440	1	\$140	0	\$0	2	\$350	3	\$525	2	\$350	1	\$135	0	\$0	0	\$0	0	\$0	0	200	\$31,075												
	Program Budgeting with Project Team	6	\$1,110	1	\$185	1	\$185	3	\$435	3	\$435	2	\$290	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	13	\$2,195												
1.2	Site Tour; Review of site constraints and site opportunities	1	\$185	1	\$185	4	\$700	1	\$145	0	\$0	0	\$0	0	\$0	4	\$560	0	\$0	4	\$560																15	\$2,335												
	Site Analysis Brief and Meeting to review	1	\$185	1	\$185	1	\$175	1	\$145	1	\$145	0	\$0	0	\$0	2	\$280	0	\$0	4	\$560																11	\$1,675												
	Neighborhood Site Tour	4	\$740	4	\$740	2	\$350	2	\$290	2	\$290	0	\$0	0	\$0	4	\$560	1	\$140	2	\$280	0	\$0	2	\$350	1	\$175	2	\$270	0	\$0	0	\$0	0	\$0	26	\$4,185													
1.3	Develop Documents to memorialize findings	2	\$370	2	\$370	2	\$350	24	\$3,480	12	\$1,740	16	\$2,000	22	\$2,640	4	\$560	1	\$140	2	\$280	30	\$5,250	5	\$875	3	\$525	2	\$270	0	\$0	0	\$0	0	\$0	127	\$18,850													
	Establish metrics: acoustics, materials, future growth	2	\$370	2	\$370	2	\$350	2	\$290	2	\$290	0	\$0	0	\$0	2	\$280	2	\$280	2	\$280	2	\$350	2	\$350	1	\$175	2	\$270	0	\$0	0	\$0	0	\$0	23	\$3,655													
	Establish Sustainability Metrics- systems strategies, material preference	12	\$2,220	2	\$370	2	\$350	2	\$290	2	\$290	0	\$0	0	\$0	2	\$280	2	\$280	2	\$280	2	\$350	2	\$350	1	\$175	2	\$270	0	\$0	0	\$0	0	\$0	33	\$5,505													
	Review preliminary cost comparisons	1	\$185	1	\$185	1	\$175	1	\$145	1	\$145	0	\$0	0	\$0	2	\$280	0	\$0	4	\$560																11	\$1,675												
1.4	Confirm Program and Site Planning	8	\$1,480	22	\$4,070	5	\$875	14	\$2,030	1	\$145	0	\$0	0	\$0	4	\$560	4	\$560	28	\$3,920																86	\$13,640												
	Establish Basis of Design - systems designs	1	\$185	1	\$185	4	\$700	3	\$435	3	\$435	4	\$500	0	\$0	2	\$280	4	\$560	2	\$280	2	\$350	4	\$700	2	\$350	2	\$270	0	\$0	0	\$0	0	\$0	34	\$5,230													
	Establish Design preferences - Owner Project Requirements	8	\$1,480	2	\$370	2	\$350	10	\$1,450	2	\$290	0	\$0	0	\$0	4	\$560	2	\$280	2	\$280	0	\$0	2	\$350	2	\$350	2	\$270	0	\$0	0	\$0	0	\$0	38	\$6,030													
	Develop Cost Model and Estimate Framework	6	\$1,110	0	\$0	0	\$0	4	\$580	6	\$870	0	\$0	0	\$0	2	\$280	4	\$560	0	\$0	1	\$175	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	23	\$3,575													
	Develop Overall schedule	8	\$1,480	1	\$185	1	\$175	1	\$145	1	\$145	1	\$125	0	\$0	1	\$140	1	\$140	1	\$140	1	\$175	2	\$350	1	\$175	0	\$0	0	\$0	0	\$0	0	\$0	20	\$3,375													
1.5	Program Review and revisions	1	\$185	1	\$185	1	\$175	1	\$145	1	\$145	1	\$125	0	\$0	6	\$840																			11	\$1,675													
	Review M Plan Findings with Town Project Team	4	\$740	4	\$740	4	\$700	2	\$290	2	\$290	4	\$500	2	\$240	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	22	\$3,500													
	Subtotal Master Planning	91	\$16,835	90	\$16,650	41	\$7,175	102	\$14,790	43	\$6,235	35	\$4,375	24	\$2,880	146	\$20,440	32	\$4,480	61	\$8,540	46	\$8,050	33	\$5,775	21	\$3,675	16	\$2,160	0	\$0	0	\$0	0	\$0	781	\$122,060													
<b>Concept Design</b>																																																		
<i>Assume 10 weeks</i>																																																		
2.1	Review Site information; identify critical issues	2	\$370	2	\$370	2	\$350	2	\$290	2	\$290	2	\$250	12	\$1,440	8	\$1,120	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	32	\$4,480													
	Develop Site Analysis and Site plan options	1	\$185	0	\$0	0	\$0	1	\$145	8	\$1,160	16	\$2,000	4	\$480	3	\$420	0	\$0	5	\$700	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	38	\$5,090													
2.2	Develop Building (s) Options	12	\$2,220	78	\$14,430	20	\$3,500	80	\$11,600	4	\$580	200	\$25,000	40	\$4,800	12	\$1,680	8	\$1,120	8	\$1,120	8	\$1,400	0	\$0	6	\$1,050	0	\$0	0	\$0	0	\$0	0	\$0	476	\$68,500													
	Develop Fundraising Documents	8	\$1,480	48	\$8,880	5	\$875	44	\$6,380	4	\$580	48	\$6,000	40	\$4,800	2	\$280	1	\$140	4	\$560	2	\$350	2	\$350	0	\$0	1	\$135	0	\$0	0	\$0	0	\$0	209	\$30,810													
	Meeting - Presentation to Project Team; Input and selection of Approach	6	\$1,110	6	\$1,110	0	\$0	3	\$435	3	\$435	16	\$2,000	0	\$0	8	\$1,120	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	42	\$6,210													
2.3	Development of Concept Alternatives	16	\$2,960	48	\$8,880	8	\$1,400	24	\$3,480	1	\$145	24	\$3,000	32	\$3,840	34	\$4,760	30	\$4,200	30	\$4,200	30	\$5,250	8	\$1,400	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	285	\$43,515													
	Cost Analysis check in	16	\$2,960	1	\$185	1	\$175	1	\$145	1	\$145	0	\$0	40	\$4,800	6	\$840	16	\$2,240	2	\$280	12	\$2,100	2	\$350	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	98	\$14,220													
	Workshop Meeting #1 Review of Concept Alternatives	2	\$370	2	\$370	0	\$0	2	\$290	2	\$290	0	\$0	4	\$480	4	\$560	1	\$140	2	\$280	2	\$350	0	\$0	0	\$0	2	\$270	0	\$0	0	\$0	0	\$0	23	\$3,400													
	Workshop Meeting #2 Review of Concept Alternatives	2	\$370	2	\$370	0	\$0	2	\$290	2	\$290	0	\$0	2	\$240	4	\$560	1	\$140	2	\$280	2	\$350	0	\$0	0	\$0	2	\$270	0	\$0	0	\$0	0	\$0	21	\$3,160													
	Meeting with Project Team to select Preferred two schemes	2	\$370	2	\$370	8	\$1,400	2	\$290	2	\$290	0	\$0	0	\$0	4	\$560	2	\$280	2	\$280	2	\$350	2	\$350	3	\$525	2	\$270	0	\$0	0	\$0	0	\$0	33	\$5,335													
	Refinement of Preferred two schemes	10	\$1,850	2	\$370	2	\$350	2	\$290	2	\$290	0	\$0	32	\$3,840	12	\$1,680	2	\$280	2	\$280	2	\$350	6	\$1,050	0	\$0	2	\$270	0	\$0	0	\$0	0	\$0	76	\$10,900													
	Develop Fundraising Documents; Roadshow Toolkit	24	\$4,440	1	\$185	0	\$0	24	\$3,480	1	\$145	24	\$3,000	12	\$1,440	4	\$560	2	\$280	4	\$560	4	\$700	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	100	\$14,790													
	Presentations - Neighborhood Roadshow - (6)	24	\$4,440	24	\$4,440	0	\$0	4	\$580	1	\$145	0	\$0	8	\$960	12	\$1,680	0	\$0	4	\$560	4	\$700	1	\$175	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	82	\$13,680													
	Comparative Analysis Development; prelin cost check	8	\$1,480	12	\$2,220	0	\$0	3	\$435	3	\$435	4	\$500	4	\$480	4	\$560	2	\$280	2	\$280	2	\$350	1	\$175	2	\$350	2	\$270	0	\$0	0	\$0	0	\$0	51	\$8,095													
2.4	Development of Final Concept Plan	8	\$1,480	2	\$370	2	\$350	2	\$290	2	\$290	0	\$0	12	\$1,440	8	\$1,120	2	\$280	2	\$280	2	\$350	2	\$350	2	\$350	2	\$270	0	\$0	0	\$0	0	\$0	48	\$7,220													
2.5	Technical Reviews with Town Staff (at WRNS)	2	\$370	0	\$0	0	\$0	6	\$870	6	\$870	0	\$0	0	10	\$1,400	4	\$560	0	\$0	1	\$175	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	29	\$4,245														
	Updated preliminary cost estimate	8	\$1,480	1	\$185	1	\$175	1	\$145	1	\$145	1	\$125	1	\$120	1	\$140	1	\$140	1	\$140	1	\$175	1	\$175	1</																								



**WRNSSTUDIO.**  
 Atherton Civic Center  
 Design Services Fee  
 03.02.2015 revised AD v11

Phases	WRNS Studio Architectural Design, Interior Planning, Graphics, Specifications, Fundraising Documentation														Glass Police Design	Mar Structural Engineering	SWA Landscape Architecture	Sherwood Civil Engineering/Survey	Interface M/ P/F Engineering	Integral Electrical Engineering/IT	CM Salter Acoustics / Technology Consulting	NA Cost Consulting	Interface Energy Modelig	CM Salter Security Consulting	TOTAL
	Pauline Souza Partner / Sustainable Director/PM	Adam Woltag Design Partner	Wright Sherman Campus Partner	Joel Baumgardner Project Architect	Eileen Ong Project Architect	Stephanie Hebert Interior Designer	Gabriella Medina Environmental Graphic Designer	Eric Glass Police Architect	David Mar Lead Structural Engineer	Rene Bihan Lead Landscape Architect	Bry Sarte Lead Civil Engineer	Hormoz Janssens Lead M / P/F Engineer	David Kaneda Lead Electrical Engineer	Phil Sanders Lead Acoustics / Technology Consultant	NA Lead Cost Consultant	Hormoz Janssens Lead M / P/F Engineer	Phil Sanders Lead Security Consulting								
Task	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars			

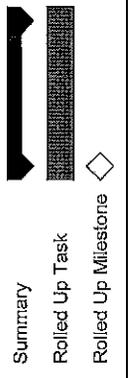
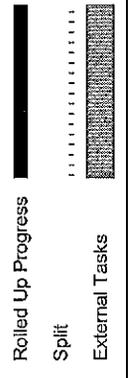
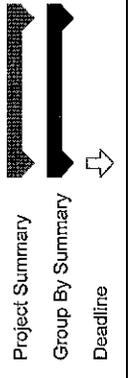
Please note that for a majority of the team members, blended rates have been used to reduce the overall detail for the Matrix.  
 We are confident that if selected for this project, we will be able to negotiate a contract that is fair and insurable, and assigns risks to the party in the best position to control them.  
 \*\*\*majority of EARLY design to meet LEED or NZE is incorporated into base design; not including documentation  
 \*\*\*\*proposed cost can be adjusted based on existing documentation on seismic, the level of renovation and the program

Value Engineering (VE) will occur in two distinct moments in the project and will not extend into Construction Documents  
 A majority of the Town check in meetings will occur in the WRNS office  
 The Community Outreach effort in Design Development will be limited  
 Road Show Presentations in Conceptual Design will be done approximately around the same time frame

Additional Services - to be taken in sequence with Tasks

Commissioning - ME; LEED Fundamental T24	\$	38,800	M, E
Data Telecommunications	\$	32,000	E, A
Water Line Support	\$	17,842	C, A
Additional PVs	\$	29,000	E, A
LEED Documentation, NZ***	\$	85,000	A, M, E, C, L
Underground Garage	\$	387,000	S, M, E, P, A, C
Renovation and Reuse of City Hall****	\$	188,000	A, S, M, E, C, L
Upgraded Site Amenities	\$	38,000	A,L,C
Additional Ballistic Sheathing - substructure, glazing	\$	37,000	Specs, S,P, A
	\$	852,642	

ID	Duration	Task Name	Start	Finish	Predecessor	3rd Quarter			2nd Quarter			1st Quarter			4th Quarter		
						Jul	Aug	Sep	Apr	May	Jun	Jan	Feb	Mar	Oct	Nov	Dec
1	175 days?	Master Planning	Wed 7/17/13	Wed 3/19/14													
2	0 days	CCAC Approval of Report	Mon 3/10/14	Mon 3/10/14													
3	0 days	Council Selection of Option	Wed 3/19/14	Wed 3/19/14													
4	0 days	Approve Envir. Assmt. RFP	Wed 4/16/14	Wed 4/16/14													
5	0 days	Approval of Funding Plan	Wed 4/16/14	Wed 4/16/14													
6	0 days	CIP Budget Amendment	Wed 4/16/14	Wed 4/16/14													
7	241 days	CCAC Meetings	Mon 3/10/14	Mon 2/9/15													
18	1 day	CCAC Meetings 11	Mon 1/12/15	Mon 1/12/15													
19	1 day	CCAC Meetings 12	Mon 2/9/15	Mon 2/9/15													
20	0 days	Select Envir. Consultant	Wed 6/18/14	Wed 6/18/14													
21	175 days	Environmental Assessment	Wed 6/18/14	Tue 2/17/15	20												
22	0 days	Approve Project Management RFP	Wed 6/18/14	Wed 5/21/14													
23	0 days	Approve Architect RFP	Wed 6/18/14	Wed 6/18/14													
24	2 days?	Project Manager Interviews	Mon 6/9/14	Tue 6/10/14													
25	6 days?	Architect Interviews	Mon 7/21/14	Mon 7/28/14	27												
26	8 days	PM Contract Negotiations	Wed 6/11/14	Fri 6/20/14	24												
27	0 days	Council Approval of PM Agreement	Wed 7/16/14	Wed 7/16/14													
28	10 days	Architect Contract Negotiations	Wed 7/16/14	Tue 7/29/14	27												
29	0 days	Council Selection of Architect	Wed 8/20/14	Wed 8/20/14													
30	35 days	Detailed Architectural Programming	Wed 8/20/14	Tue 10/7/14	29												
31	90 days	Conceptual Design	Wed 10/8/14	Tue 2/10/15	30												
32	0 days	Council approval of EIR	Wed 12/17/14	Wed 12/17/14													
33	0 days	Council Approval of Conceptual Design	Wed 2/18/15	Wed 2/18/15	31												
34	80 days	Design	Wed 2/18/15	Tue 6/9/15	33												
35	0 days	Council authorizes project bids	Wed 6/17/15	Wed 6/17/15	34												
36	35 days	Bidding	Wed 6/17/15	Tue 8/4/15	35												
37	0 days	Award construction bid	Wed 8/19/15	Wed 8/19/15	36												
38	320 days	Building Construction	Mon 8/31/15	Fri 11/18/16	37												
39	142 days	Site Construction	Mon 10/17/16	Tue 5/2/17													



Project: CC 04252014-1  
Date: Fri 4/25/14



WRNS Studio  
Projected Atherton Burn

RFP Schedule  
Current SJA Schedule

6-May-19 8-Oct-21

84 weeks  
127 weeks

43 fee gap weeks

Month	Category	Amount	Month	Category	Amount	Month	Category	Amount	
July '20	Architecture	\$27,000	January '21	Architecture	\$15,000	July '21	Architecture	\$16,000	
	Civil	\$1,000		Civil	\$1,000		Civil	\$0	
	Structural	\$4,000		Structural	\$2,000		Landscape	\$2,000	
	Mech PL	\$1,000		Mech PL	\$1,000		Mech PL	\$0	
		\$33,000			\$19,000			\$18,000	
August '20	Architecture	\$27,000	February '21	Architecture	\$18,000	August '21	Architecture	\$24,000	
	Civil	\$1,000		Civil	\$0		Civil	\$0	
	Structural	\$4,000		Structural	\$0		Landscape	\$2,000	
	Mech PL	\$1,000		Mech PL	\$1,000		Mech PL	\$2,000	
		\$33,000			\$19,000			\$28,000	
September '20	Architecture	\$22,000	March '21	Architecture	\$15,000	September '21	Architecture	\$18,500	
	Civil	\$1,000		Civil	\$0		Civil	\$1,000	
	Structural	\$2,000		Structural	\$0		Electrical	\$2,500	
	Mech PL	\$1,000		Mech PL	\$1,000		Mech PL	\$1,000	
		\$26,000			\$16,000			\$23,000	
October '20	Architecture	\$27,000	April '21	Architecture	\$15,000	October '21	Architecture	\$24,000	
	Civil	\$1,000		Civil	\$0		Civil	\$1,000	
	Structural	\$2,400		Structural	\$0		Electrical	\$2,000	
	Mech PL	\$1,000		Mech PL	\$2,500		Mech PL	\$1,000	
		\$31,400			\$17,500			\$28,000	
November '20	Architecture	\$18,000	May '21	Architecture	\$15,000				
	Civil	\$1,000		Civil	\$0				
	Structural	\$2,000		Structural	\$0				
	Mech PL	\$1,000		Electrical	\$2,000				
		\$22,000			\$17,000				
December '20	Architecture	\$15,000	June '21	Architecture	\$15,000				
	Civil	\$1,000		Civil	\$0				
	Structural	\$2,000		Electrical	\$1,500				
	Mech PL	\$1,000		Mech PL	\$1,500				
		\$19,000			\$18,000				
		\$ 164,400			\$ 106,500			\$ 97,000	\$ 367,900

arch	\$311,500
str	\$18,400
civ	\$9,000
mp	\$17,000
e	\$8,000
l	\$4,000
	\$367,900

Town Center - Payment Progress & Change Orders (Construction Only)

Total Net Change Orders To Date	\$ 499,672	
Percentage of Change Orders (Town Original Contract))	0.70%	
Percentage of Change Orders (Library Original Contract)	1.62%	
Total Contingency	Total Remaining	
Town 10% Project Contingency	\$2,870,103	\$2,668,715
Library 10% Project Contingency	\$1,837,597	\$1,539,313
	Town Share	Library Share
Roll-up of Approved Change Orders	\$ 201,389	\$ 298,283
CO#1 – DG Pathway	\$ -	\$ 16,334
CO#1.5 – VE/Partnering Meeting	\$ -	\$ -
CO#2 – Webcam #2	\$ -	\$ 26,513
CO#3 – PD Automatic Gate/Secure Parking	\$ 27,021	\$ -
CO#4 – CalWater Required Survey	\$ -	\$ 4,272
CO#4 – CalWater Required Survey	\$ 12,159	\$ -
CO#5 - Demo/Plaster Walls (Library)	\$ -	\$ 5,332
CO#6 - Storm Drain Realignment (Corp Yard)	\$ -	\$ 5,687
CO#7 - Credit for Hand Digging v. Boring	\$ -	\$ (7,754)
CO#8 - Library Pile Work Redesign	\$ -	\$ 22,199
CO#9 - CalWater Required Survey	\$ 2,352	\$ 827
CO#10 - Epoxy Grout	\$ 1,119	\$ 393
CO#11 - CMU Wall, Split Face	\$ 1,335	
CO#12 - Stanchions @ Ancillary Building	\$ 33,459	
CO#13 - Fire Service Line to Ancillary Building	\$ 9,553	
CO#14 - VE Elevator	\$ (67,250)	
CO#15 - Grading/Paving Main & Ancillary	\$ 21,420	
CO#16 - Door Hardware Group	\$ (12,459)	
CO#17 - Dry Rot/Historic Town Hall		\$ 3,079
CO#19 - Lighting Fixtures	\$ 13,045	\$ 4,584
CO#20 - Glazing		\$ 6,628
CO#18 - Window Modification	\$ 4,514	\$ 1,586
CO#21 - Concrete Credit/Library/Hardware/Elec	\$ 8,120	\$ (1,396)
CO#22 - CPE#13 & CPE#51	\$ 147,000	\$ 210,000
	\$ 201,389	\$ 298,283

General Share Division		
Library	26%	
Town	74%	

City Manager Single-Change Order Approval Authority \$ 250,000  
 Maximum Total Allowed Change Orders \$ 2,000,000

Payment Request	Work Period	Town Share	Library Share	Total Project	Retention (5%)	AN Funds Paid	AN Funds Remaining
Payment Request #1	Jun-19	\$ 983,533	\$ 538,622	\$ 1,522,156	\$ 76,108	\$ 649,132	\$ 2,676,981
Payment Request #2	Jul-19	\$ 540,673	\$ 587,037	\$ 1,127,711	\$ 56,386	\$ 356,844	\$ 2,320,137
Payment Request #3	Aug-19	\$ 605,478	\$ 972,754	\$ 1,578,232	\$ 78,912	\$ 399,616	\$ 1,920,521
Payment Request #4	Sep-19	\$ 997,235	\$ 638,317	\$ 1,635,551	\$ 81,778	\$ 658,175	\$ 1,262,346
Payment Request #5	Oct-19	\$ 969,456	\$ 252,633	\$ 1,222,089	\$ 61,104	\$ 639,841	\$ 621,604
Payment Request #6	Nov-19	\$ 1,318,002	\$ 341,692	\$ 1,659,694	\$ 82,985	\$ 371,604	\$ 250,000
Payment Request #7	Dec-19	\$ 1,346,738	\$ 555,978	\$ 1,902,716	\$ 95,136	\$ -	\$ -
Payment Request #8	Jan-20	\$ 1,289,498	\$ 480,925	\$ 1,770,423	\$ 88,521	\$ -	\$ -
Payment Request #9	Feb-20	\$ 1,042,792	\$ 342,867	\$ 1,385,659	\$ 69,283	\$ -	\$ -
Payment Request #10	Mar-20	\$ 1,242,721	\$ 440,645	\$ 1,683,366	\$ 84,168	\$ -	\$ -
Payment Request #11	Apr-20	\$ 309,282	\$ 248,412	\$ 557,694	\$ 27,885	\$ -	\$ -
Payment Request #12	May-20	\$ 1,391,401	\$ 713,524	\$ 2,104,924	\$ 105,246	\$ -	\$ -
Payment Request #13	Jun-20	\$ 1,190,085	\$ 553,300	\$ 1,743,386	\$ 87,169	\$ -	\$ -
Payment Request #14	Jul-20	\$ 1,668,570	\$ 499,340	\$ 2,167,910	\$ 108,396	\$ -	\$ -
Payment Request #15	Aug-20	\$ 1,587,199	\$ 541,236	\$ 2,128,435	\$ 106,422	\$ -	\$ -
Payment Request #16	Sep-20	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Payment Request #17	Oct-20	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Payment Request #18	Nov-20	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Payment Request #19	Dec-20	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Payment Request #20	Jan-21	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Payment Request #21	Feb-21	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Payment Request #22	Mar-21	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Payment Request #23	Apr-21	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Payment Request #24	May-21	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Payment Request #25	Jun-21	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Payment Request #26	Jul-21	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Payment Request #27	Aug-21	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Payment Request #28	Sep-21	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Payment Request #29	Oct-21	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Nov-21	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Totals</b>		<b>\$ 16,482,663</b>	<b>\$ 7,707,282</b>	<b>\$ 24,189,945</b>	<b>\$ 1,209,497</b>	<b>\$ 3,075,212</b>	
<b>Initial Project Bid</b>		<b>\$ 28,701,034</b>	<b>\$ 18,375,966</b>	<b>\$ 47,077,000</b>			
Net Change Orders		\$ 201,389	\$ 298,283	\$ 499,672			
<b>Updated Project Cost</b>		<b>\$ 28,902,423</b>	<b>\$ 18,674,249</b>	<b>\$ 47,576,672</b>			
Percent Complete (based on \$)		57%	41%	51%			
Target % Complete (25/m Sch)				52%			
Each Month Represents				4%			

Donation Contributions

	Design	Percent	Construction	Percent
<b>Project Cost (Town Only)</b>	<b>\$ 3,980,652</b>	<b>74%</b>	<b>\$ 28,902,423</b>	<b>61%</b>
Atherton Now	\$ 2,125,203	53%	\$ 3,075,212	10.64%
Other (Lurie)			\$ 500,000	1.73%
Other (Various)			\$ 48,884	0.17%
Other (Orchard)			\$ 50,000	0.17%
Other (Goldman Foundation)			\$ 225,000	0.78%
	<b>\$ 2,125,203</b>	<b>53%</b>	<b>\$ 3,899,096</b>	<b>13.49%</b>

TERM SHEET

**PARTIES:** TOWN OF ATHERTON (TOWN)  
S.J. AMOROSO CONSTRUCTION INC. (CONTRACTOR)

**PROJECT:** ATHERTON TOWN CENTER PROJECT

**DATE:** AUGUST 25, 2020

**SUBJECT:** TERM SHEET FOR DEVELOPMENT OF A SETTLEMENT AGREEMENT BETWEEN THE PARTIES NOTED ABOVE FOR: COST PROPOSAL ESTIMATE (CPE) NO. 13 AND CPE NO. 51

Background

After months of negotiations between the parties for CPE#13 due to steel fabrication delays and the more recent CPE #51 due to COVID-19 work stoppages, the parties desire to have a combined settlement for both CPE #13 and CPE #51, in a form approved by the city attorney and SJA legal counsel. The basic terms for the agreement noted below were discussed on a conference call with the President and Project Manager for the Contractor and the City Manager and Project Manager for the Town on Tuesday August 18, 2020.

Terms

- CPE#13: 16 workdays (WD's) compensable to Contractor at \$7,000/WD for \$112,000.
- CPE#51: 35 WD's compensable to Contractor at \$7,000/WD for \$245,000
- Waiver and release of all claims arising from or related to the facts and issues set forth in CPE-13 and CPE-51.
- The Town will not seek liquidated damages for delays associated with these CPEs.
- Each party shall bear their own costs for preparing and/or responding to the CPE #13 and CPE #51 claims.
- For the Town, settlement is contingent upon City Council approval.
- Rates, delays, and other factors set forth in the settlement agreement are relevant only for CPE-13 and CPE-51 to resolve these disputes and will have no precedence over the calculation or methodology of any future claims.
- If Contractor and Town approve the above terms, that would extend the construction project schedule from June 30, 2021 to October 29, 2021 with 51 WD's being compensable for an amount of \$357,000 and 35 WD's of non-compensable time and no liquidated damages (LD's).
- The Town will compensate SJA for CPE #13 and CPE #51 in accordance with these terms through contract change orders (COO), and upon receiving a purchase order/invoice from SJA. The COO will further reflect the increase in project completion schedule to reflect October 29, 2021.

S.J. Amoroso Construction Co., LLC



Robert W. Erskine  
President  
Northern California

Town of Atherton



George Rodericks  
City Manager