



Item No. 17
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: JUNE 16, 2021

**SUBJECT: TOWN CENTER PROJECT UPDATE: DIRECTION TO APPLY FOR A
CALTRANS ENCROACHMENT PERMIT FOR EL CAMINO REAL
PEDESTRIAN SAFETY ENHANCEMENTS; AND FEEDBACK AND
DIRECTION ON THE DONOR BRICK PATHWAY AND THE CITY HALL
FOUNTAIN**

RECOMMENDATION

- Staff is seeking City Council direction on whether to apply for a Caltrans Encroachment Permit to install temporary pedestrian safety barriers on El Camino Real between Ashfield Rd. and Maple Ave. for the duration of the Town Center Construction Project; and
- Staff and the Ad Hoc Subcommittee are seeking City Council feedback and direction on the Donor Brick Pathway and City Hall Fountain before moving forward with the pursuit of pricing and/or change orders.

BACKGROUND

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

Week of June 7

- Continue construction of the new Dinkelspiel Station Lane.
- Continue grading around City Hall.
- Continue installation of lighting, flooring, and painting in City Hall/PD building
- Continue of electrical and mechanical systems for Library and City Hall/PD building
- Continue construction of interior walls in Library.
- Complete lower roof clay tile for City Hall/PD building
- Continue renovations of Town Hall.
- Continue install of chill water lines in City Hall/PD building
- Continue interior wall and ceiling insulation for City Hall/PD building
- Continue installation of the library decking.

Town Center Project Monthly Status Report

June 16, 2021

Page 2 of 7

Week of June 14

- Continue construction of the new Dinkelspiel Station Lane.
- Continue grading around City Hall.
- Continue installation of lighting, flooring, and painting in City Hall/PD building
- Continue of electrical and mechanical systems for Library.
- Continue construction of interior walls and floors in Library.
- Continue renovations of Town Hall.
- Continue install of chill water lines in City Hall/PD building
- Continue interior wall and ceiling insulation for City Hall/PD building
- Continue installation of the library decking.

Week of June 21

- Continue construction of the new Dinkelspiel Station Lane.
- Continue grading around City Hall.
- Continue installation of lighting, flooring, and painting in City Hall/PD building
- Continue of electrical and mechanical systems for Library and City Hall/PD building
- Continue construction of interior walls and floors in Library.
- Continue renovations of Town Hall.
- Continue installation of the library decking.



Live [webcams](#) for Library site work and the City Hall/PD site work are active on the Town's website.

The contractor continues installation of all electrical, mechanical, and communication lines, flooring, interior doors and painting of walls and ceilings. The elevator and main stairway are also in progress. All exterior scaffolding has been removed the exterior stucco work has been completed.

Town Center Project Monthly Status Report

June 16, 2021

Page 3 of 7



Work continues on the interior walls, flooring and mechanical/electrical systems for the Library as well as renovations on the Historic Town Hall. The contractor began work on the deck work that will connect the Library with Historic Town Hall. Construction activity will begin moving to the western border of the site and once the Police Department moves into the new facility, the existing facility and environs will be demolished and regraded to match the existing site. The

contractor continues working on the grading for the new alignment of Dinkelspiel Station Lane. The contractor has also begun grading in front of City Hall along Fair Oaks for the future parking area, around the Library and Historic Town Hall.



Temporary Pedestrian Pathway During Construction

When the project first began in April 2019, staff anticipated that the entirety of project area was going to be closed to the public by the Contractor. The contractor assumes all liability for the entirety of the project site and those accessing it. Staff anticipated concerns ultimately raised by residents on Ashfield Road for pedestrian access to Maple Avenue or Fair Oaks Lane. In May 2019, staff brought the issue to the City Council for consideration of options to provide a temporary pathway between Ashfield Road to Maple Avenue or Fair Oaks Lane. One of the options considered at that time was the use of El Camino Real by creating a protected shoulder along the route via an encroachment permit and temporary barriers.

The Council was not supportive of the El Camino Real option due to potential cost and liability. At that time, there was anticipated to be minimal construction activity around the western corridor of the project

Town Center Project Monthly Status Report

June 16, 2021

Page 4 of 7

site. The contractor offered to create a temporary, non-ADA compliant pathway from Ashfield Road to Maple Avenue along the western corridor with the caveat that the pathway was temporary. The City Council authorized the City Manager to work with S.J. Amoroso to create a 6-foot wide non-ADA compliant temporary pathway along the western corridor of the project between Ashfield Road and Maple Avenue to the Temporary Library. The cost for this work was not to exceed \$18,000. Even though this was a fenced area of the parcel, the temporary pathway was within the limits of the construction project and the contractor assumed liability for access through the construction site.

On May 26, 2021, S.J. Amoroso advised staff that site fence work and additional construction activity along the western borders of the project, particularly in the area of the Library, would begin on June 7. As such, the temporary pathway would need to be closed. Due to the amount of sitework, deck construction, demolition work, roadway and landscaping work, the temporary pathway would need to be permanently closed. S.J. Amoroso placed signs out letting everyone know of the upcoming closure. Staff began discussions with the contractor to evaluate alternatives. However, due to anticipated increases in the level of construction site activity along the western border of the project, the contractor advised that a pedestrian path would be unworkable. They further advised that given the increased level of construction activity along the western border, they are unwilling to assume any liability for pedestrians moving through their project site. At staff's request, the contractor agreed to not close pathway until June 14.

As the project moves forward and the contractor completes construction phases along the western border, there *may* be opportunities for access through the site. Staff anticipates that at some point, once the Library and Historic Town Hall are open to the public, there may be a way to create an ad hoc path to Historic Town Hall from Ashfield Road and once at Historic Town Hall, pedestrians will be able to continue to Maple Avenue. This could possibly occur at some point in September. However, at this time, S.J. Amoroso and staff are unable to predict or guarantee when or whether that will occur.

In anticipation of other options, staff has been talking with Caltrans about the possibility of a lane or shoulder encroachment. Caltrans is not willing to approve a lane Encroachment Permit, but they *may be open* to a closure of the shoulder. However, with an Encroachment Permit that allows the Town to close and barricade off the shoulder, the Town incurs the liability for the changed conditions. The cost for the Caltrans Encroach Permit and the temporary barricade along El Camino is not expected to be significant (\$10,000-\$20,000). However, the increased liability for the Town is potentially high. Liability is not only associated with pedestrians that may use the shoulder; but also with vehicles that use El Camino Real. Drivers no longer have a safe harbor of the shoulder should there be an incident on El Camino Real that requires their diversion.

Based on several emails from residents from Ashfield Road in response to the pending pathway closure, staff held a small neighborhood informational meeting on May 26 to address the closure and potential options. Staff informed the six residents in attendance why the temporary pathway was needed to close and that the only viable option may be the use of El Camino Real to get from Ashfield Road to Maple Avenue – about 300 ft. This would require staff to receive direction from City Council at their June 16 meeting to apply for an Encroachment Permit to install any pedestrian safety improvements Caltrans might approve. The City Manager hosted an additional, in person neighborhood meeting on June 9.

Staff is seeking City Council direction on whether to apply for a Caltrans Encroachment Permit to install temporary pedestrian safety barriers on El Camino Real between Ashfield Road and Maple Avenue for the duration of the Town Center project.

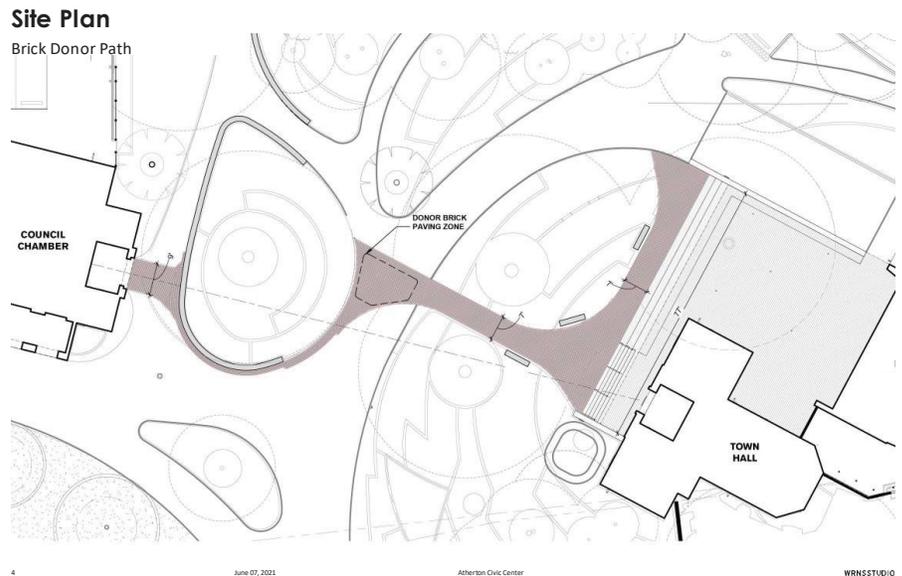
Town Center Project Monthly Status Report

June 16, 2021

Page 5 of 7

Donor Brick Pathway

At the April 21 Council meeting, the City Council approved moving forward with the donor pathway alternative labeled the “Meander” which will visually connect Historic Town Hall to the new Council Chambers with a donor pathway using accent stones. Staff and the Subcommittee have been working with WRNS and SWA to further refine the types of bricks, stones, pavers etc., for this alternative. The adjacent image and Attachment 1 highlights the proposed changes based on City Council feedback.



Staff and the Subcommittee are seeking City Council feedback and direction on this donor pathway prior to requesting a change order from the Contractor.

City Hall Fountain

At the May 19 Council meeting staff and the Council Subcommittee presented several potential wall fountains for the Fair Oaks frontage of City Hall. Based on Council feedback, the ones presented were deemed too small or not the right shape. At that time, Mayor Lewis convened a new Council Subcommittee of herself and Council Member Hawkins-Manuelian to visit A. Silvestri Company to see what other fountains were available.

On May 27 the Council Subcommittee visited A. Silvestri Co. in San Francisco to review firsthand the type of wall fountains they have. The fountain favored by the Subcommittee was the “Antico Wall Fountain” – one of the original images provided to the Council in the color “New Bronze”.

The Subcommittee asked that a visual depiction be created to show the fountain along the exterior wall and that it be elevated to align with the larger windows to its right giving it a tiered effect when viewed from the adjacent pathway or parking area. The Subcommittee suggested that the elevated tiers could use the same tiles as the risers on the interior stairway of the Lobby.

The image below is representative of the fountain with the comments incorporated. The vegetation in the planter bed area around the fountain is low-growing Wayside Hookeri Mansanita. The Police Parking Area Secure Entry door is cedar. There is also a 48” box coast live oak planned to the left of the cedar door.



Staff and the Subcommittee are seeking City Council feedback and direction on this wall fountain prior to requesting a change order from the Contractor to install the required utilities and fountain. It is not anticipated that the cost of the utilities will be significant.

POLICY ISSUES

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

FISCAL IMPACT

There are no fiscal impacts associated with this staff report. Please see Attachment 2 for a summary of the currently approved project change orders and payment requests.

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 has not been before a Town Committee or Commission.

Town Center Project Monthly Status Report

June 16, 2021

Page 7 of 7

- _____ 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)

ATTACHMENTS

Attachment 1: Donor Brick Pathway June 7, 2021

Attachment 2: Summary of Town Center Payment Requests and Change Orders

Atherton Town Center

Brick Donor Path - June 7, 2021

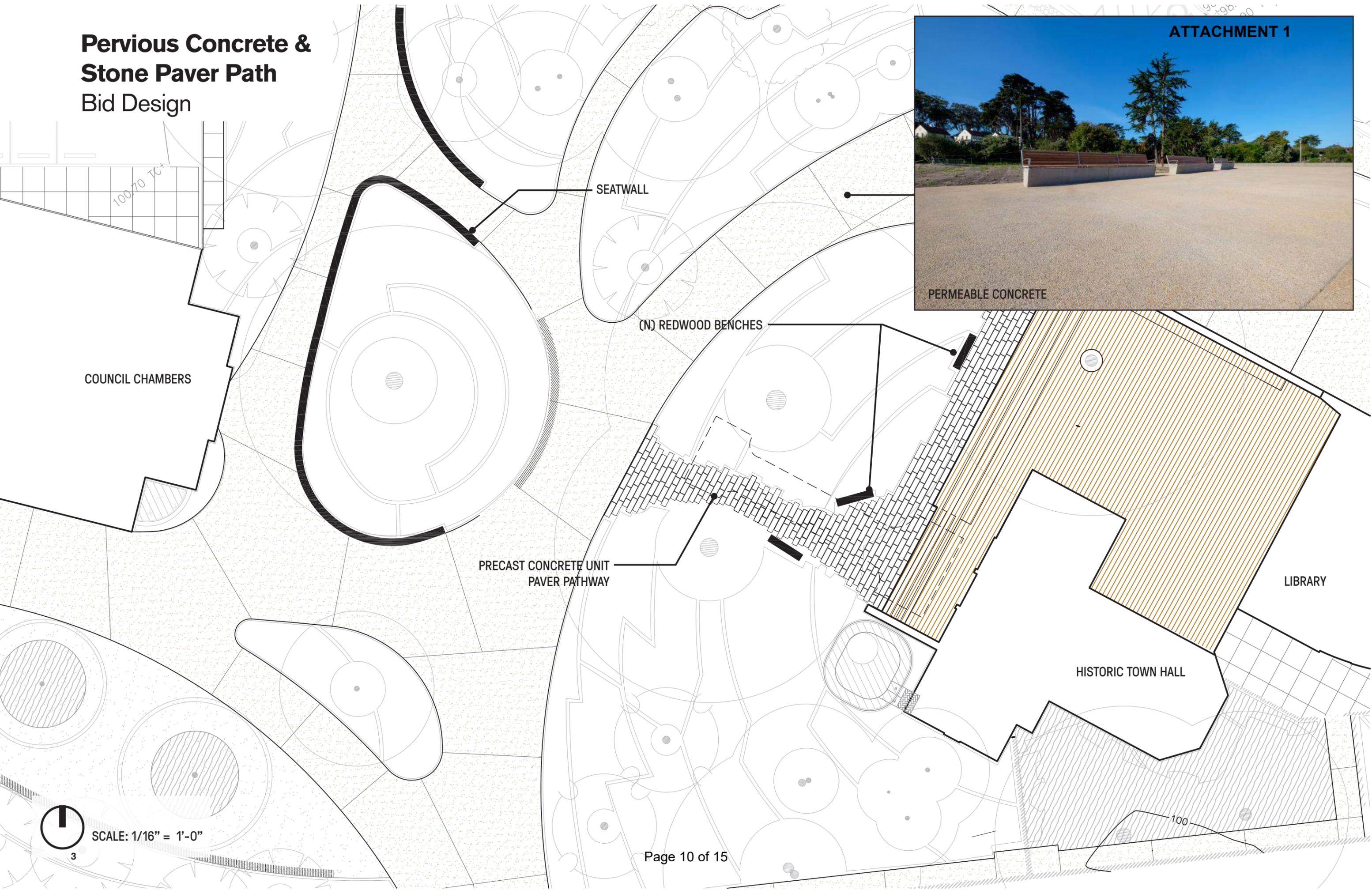


Existing Town Hall & Brick Path



Pervious Concrete & Stone Paver Path Bid Design

ATTACHMENT 1



SEATWALL

(N) REDWOOD BENCHES

COUNCIL CHAMBERS

PRECAST CONCRETE UNIT
PAVER PATHWAY

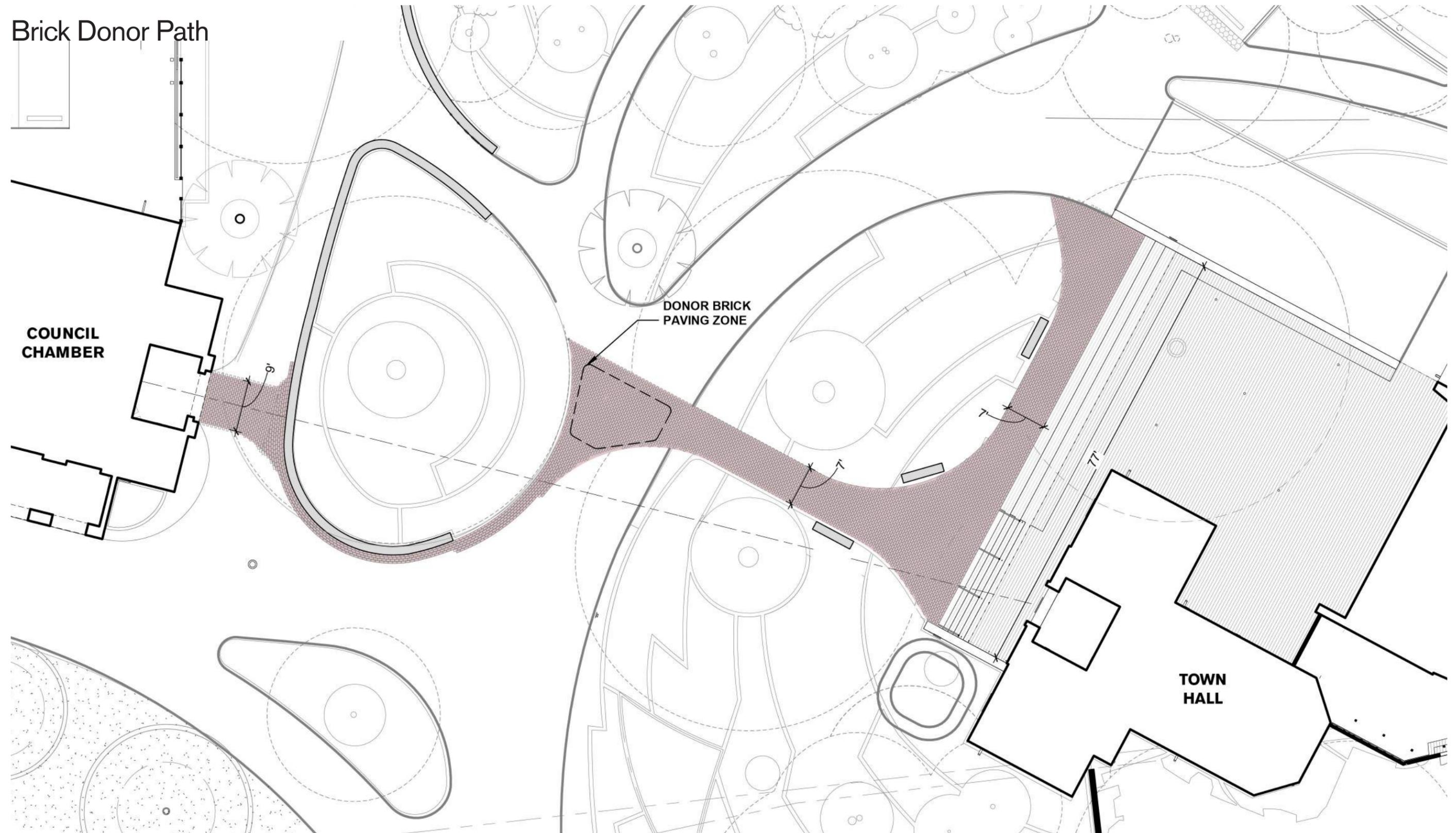
LIBRARY

HISTORIC TOWN HALL

SCALE: 1/16" = 1'-0"

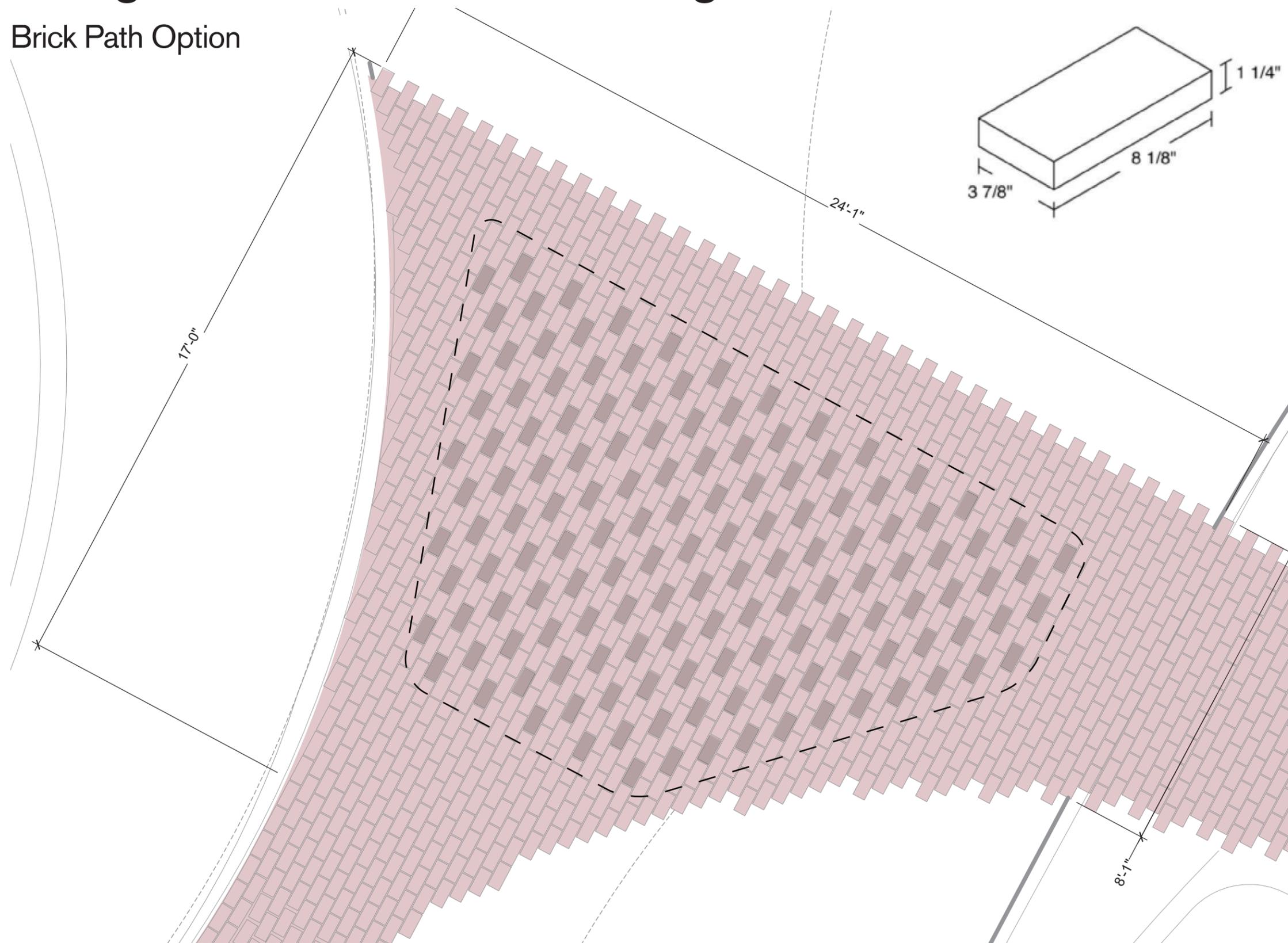
Site Plan

Brick Donor Path



Enlarged Plan - Donor Brick Paving Zone

Brick Path Option



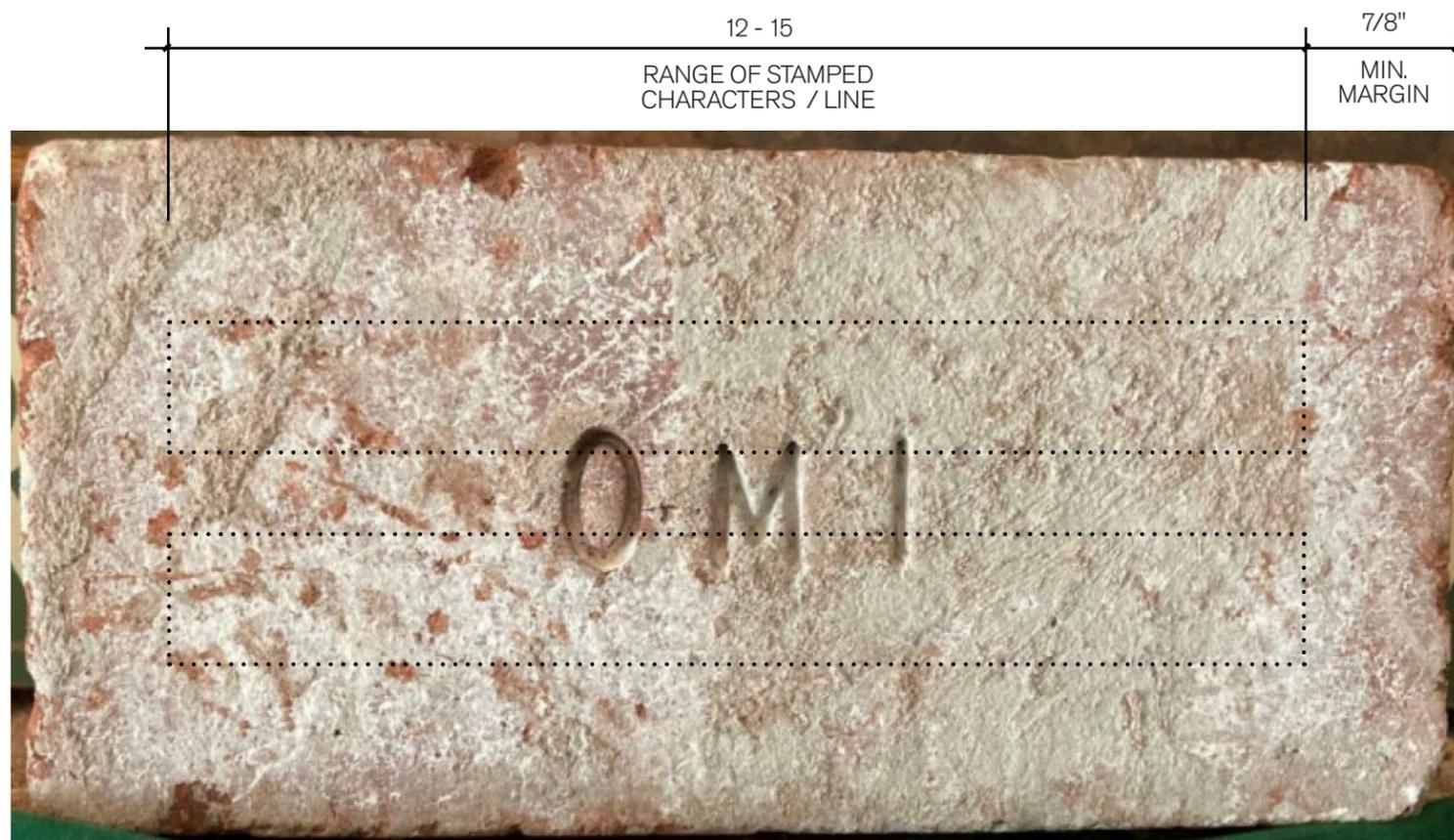
McNear Brick Paver
"Whitehall" Split Brick

Sand Set Brick Pavers with feathered edge detail at landscape planting and at pervious concrete pathway.

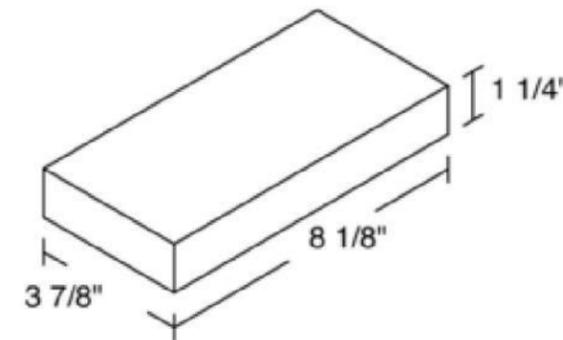
Use Permaloc concealed edging at planting areas

Up to 139 Donor Bricks indicated in gray shaded hatch

Brick Stamped Lettering



BRICK LETTERING SPATIAL CONSTRAINTS



McNear Brick Paver
"Whitehall" Split Brick

- 3/4" H stamped lettering
- Limited sizing & font flexibility
- Approximately 12-15 characters per line
- 2 Text row max



SAMPLE BRICK MAX LETTERING EXTENTS

ATTACHMENT 2

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

Total Net Change Orders To Date		\$ 1,292,599	
Percentage of Change Orders (Town Original Contract)		2.67%	
Percentage of Change Orders (Library Original Contract)		2.87%	
Contingency		Remaining	
Town 10% Project Contingency	\$2,870,103	\$2,104,283	
Library 10% Project Contingency	\$1,837,597	\$1,310,818	
Town Share		Library Share	
Roll-up of Approved Change Orders		\$ 765,820 \$ 526,778	
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	
CO#23 - CPE#29.1 - Library/Storm Drain	\$ -	\$ 10,869	
CO#34 - CPE#39.1 - Anchor Hold Down Pl.	\$ 5,998	\$ 1,949	
CO#35 - CPE#41.1 - Baseplate Revise	\$ 4,148	\$ 1,457	
CO#36 - CPE#85 - City Hall Roof Returns	\$ 8,756	-	
CO#37 - CPE#36 - Fan Coil Units/Beams - TH	\$ -	\$ 2,714	
CO#38 - CPE#63R-1 - Storm Drain	\$ 13,986	\$ 4,914	
CO#39 - CPE#69 - CH Fire Riser Room	\$ 2,050	-	
CO#40 - CPE#56 - Added Floor Depressions	\$ 1,499	-	
CO#41 - CPE#96 - Caulking @ Windows	\$ 6,225	\$ 2,187	
CO#42 - CPE#14 - 16-Gauge Plate @ Valley Brn	\$ 1,362	-	
CO#43 - CPE#74 - Added Curbs RFI 505	\$ 7,324	-	
CO#44 - CPE#92 - Patch/Trench CalWtr/Maple	\$ -	\$ 55,506	
CO#45 - CPE#94 - Exterior Plaster @ TH Roof	\$ -	\$ 1,285	
CO#46 - CPE#97 - New Corbels/Library	\$ -	\$ 3,867	
CO#47 - CPE#81-R1 - Clay Tile/Council Chmbrs	\$ 8,939	-	
CO#48 - CPE#88 - Dry Rot Historic Town Hall	\$ -	\$ 93,926	
CO#49 - CPE#71 - Edge Nailing/Roof	\$ 8,024	-	
CO#50 - CPE#22.1 - Electrical and Drywall	\$ 3,638	\$ 17,714	
CO#51 - CPE#107 - Duct Work	\$ 1,654	-	
CO#52 - CPE#108 - Change Qty Light Fixtures	\$ -	\$ 1,640	
CO#53 - CPE#123 - Demo / Reframe /Napkin	\$ 1,031	-	
CO#54 - CPE#121 - Drywall / Steel Column	\$ 2,809	-	
CO#55 - CPE#129 - Change HydrSeed to Lnds.	\$ 109,285	-	
CO#56 - CPE#061 - Modify Library Column	\$ -	\$ 690	
CO#57 - CPE#086 - Add bent plate CH/2nd FL	\$ 39,831	-	
CO#58 - CPE#101 - Beam Penetrations Sprinkl	\$ -	\$ 13,493	
CO#59 - CPE#064.1 - Clay Tile/ILO Comp @ Anc.	\$ 43,986	-	
CO#60 - CPE#127 - Locker Room / Window Pock.	\$ 5,711	-	
CO#61 - CPE#125 - Reframing @ Library/Louwer	\$ -	\$ 1,812	
CO#62 - CPE#130 - Windows/Library/Casings	\$ -	\$ 1,508	
CO#63 - CPE#115-R1 - Masonite Doors	\$ -	\$ 16,625	
CO#64 - CPE#136 - Fence Change	\$ -	(3,661)	
CO#65 - CPE#93 - Chimney Build Up	\$ 2,220	-	
CO#66 - CPE#65.4 - McGrath Electric Rough-In	\$ 40,866	-	
CO#67 - CPE#65.3 - AV Systems/+Credit	\$ 245,090	-	
	\$ 765,820	\$ 526,778	

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	\$ 1,694,475	\$ 555,997	\$ 2,250,471	\$ 112,524	\$ -	\$ -
Payment Request #17	Oct-20	\$ 1,248,364	\$ 556,930	\$ 1,805,294	\$ 90,265	\$ -	\$ -
Payment Request #18	Nov-20	\$ 1,110,501	\$ 465,671	\$ 1,576,172	\$ 78,809	\$ -	\$ -
Payment Request #19	Dec-20	\$ 705,504	\$ 862,815	\$ 1,568,319	\$ 78,416	\$ -	\$ -
Payment Request #20	Jan-21	\$ 851,639	\$ 597,187	\$ 1,448,826	\$ 72,441	\$ -	\$ -
Payment Request #21	Feb-21	\$ 800,077	\$ 721,229	\$ 1,521,305	\$ 76,065	\$ -	\$ -
Payment Request #22	Mar-21	\$ 927,992	\$ 650,047	\$ 1,578,039	\$ 78,902	\$ -	\$ -
Payment Request #23	Apr-21	\$ 1,218,010	\$ 900,160	\$ 2,118,170	\$ 105,909	\$ -	\$ -
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	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Payment Request #29	Nov-21	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Totals		\$ 25,039,226	\$ 13,017,916	\$ 38,056,541	\$ 1,902,827	\$ 3,075,212	
Initial Project Bid		\$ 28,701,034	\$ 18,375,966	\$ 47,077,000			
Net Change Orders		\$ 765,820	\$ 526,778	\$ 1,292,599			
Updated Project Cost		\$ 29,466,854	\$ 18,902,744	\$ 48,369,599			
Percent Complete (based on \$)		85%	69%	79%			
Target % Complete (29/m Sch)			79%				
Each Month Represents			3%				

Donation Contributions			
	Design	Percent	Construction
Project Cost (Town Only)	\$ 3,980,652	74%	\$ 29,466,854
Atherton Now	\$ 2,125,203	53%	\$ 3,075,212
Other (Lurie)	\$ -		\$ 500,000
Other (Various)	\$ -		\$ 49,884
Other (Maulbetsch)	\$ -		\$ 20,000
Other (Orchard)	\$ -		\$ 50,000
Other (Goldman Foundation)	\$ -		\$ 225,000
	\$ 2,125,203	53%	\$ 3,920,096

General Share Division	
Library	26%
Town	74%

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