



**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: NOVEMBER 17, 2021

SUBJECT: TOWN CENTER PROJECT UPDATE

RECOMMENDATION

None. This report is informational only.

BACKGROUND

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

Week of November 8

- Continue paving of pervious concrete at various locations
- Continue grading around Historic Town Hall for pavers.
- Continue of electrical and mechanical systems for Library and City Hall/PD building
- Continue installation of interior cabinets, ceilings, and flooring in Library.
- Continue renovations of Town Hall.
- Continue striping of parking spaces
- Continue punch list in City Hall/PD building
- Continue work in Council Chambers

Week of November 15

- Continue paving of pervious concrete at various locations
- Continue grading around Historic Town Hall for pavers.
- Continue of electrical and mechanical systems for Library and City Hall/PD building
- Continue installation of interior cabinets, ceilings, and flooring in Library.
- Continue renovations of Town Hall.
- Continue punch list in City Hall/PD building
- Continue work in Council Chambers

Week of November 22

Town Center Project Monthly Status Report

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- Continue paving of pervious concrete at various locations
- Continue grading around Historic Town Hall for pavers.
- Begin installing decompose granite pathways
- Continue of electrical and mechanical systems for Library and City Hall/PD building
- Continue installation of interior cabinets, ceilings, and flooring in Library.
- Continue renovations of Town Hall.
- Continue punch list in City Hall/PD building
- Continue work in Council Chambers



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

City Administrative staff moved into the new building on October 21 & 22, Public Works, Building, and Planning staff moved in on October 28 & 29, with Police staff will be moving in the week of November 15.

Work continues on the interior walls, flooring and mechanical/electrical systems for the library as well as renovations on the 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 installing the pervious concrete at various locations. The entire site is very active with many heavy equipment working everywhere.

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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 3 for a summary of the currently approved project change orders and payment requests.

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GOAL ALIGNMENT

This report and its contents are in alignment with the following Council Policy Goals:

- Goal C – Create and Expand the Town Center and Library

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)

ATTACHMENTS

1. Summary of Town Center Payment Requests and Change Orders

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

Net Change Orders To Date	\$	2,078,686
Percentage of Change Orders (Town Original Contract)		4.95%
Percentage of Change Orders (Library Original Contract)		9.52%
	Contingency	Remaining
Town 10% Project Contingency	\$2,870,103	\$1,437,533
Library 10% Project Contingency	\$1,837,597	\$1,191,481
	Town Share	Library Share
Roll-up of Approved Change Orders	\$ 1,432,571	\$ 646,115
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	\$ (67,320)	\$ -
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 Reuse	\$ 4,148	\$ 1,457
CO#36 - CPE#85 - City Hall Roof Truss	\$ 8,756	\$ -
CO#37 - CPE#36 - Fan Coil Units/Beams - TH	\$ -	\$ 2,714
CO#38 - CPE#3R.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 Bm	\$ 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 Flat - 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 HydroSeed 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 Sprinklr	\$ -	\$ 13,493
CO#59 - CPE#094.1 - Clay Tile/LO @ Anc.	\$ 49,986	\$ -
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	\$ 245,900	\$ -
CO#68 - CPE#118 - Power Change Out	\$ 5,208	\$ -
CO#69 - CPE#72 - ASI-05/Gutter/Flashing	\$ -	\$ 8,543
CO#70 - CPE#120 - Doors @ CH & Library	\$ 14,580	\$ 9,720
CO#71 - CPE#44.3 - Transfer DUCTS	\$ 10,697	\$ -
CO#72 - CPE#119 - Bottom Flange/Steel Beam	\$ 2,689	\$ -
CO#73 - CPE#113 - Library Dry Rot	\$ -	\$ 3,221
CO#74 - CPE#128 - Lobby West Wall Trim	\$ 3,034	\$ -
CO#75 - CPE#133 - Water Fountain/Studs	\$ -	\$ 3,026
CO#76 - CPE#111 - Metal Embed/Partition Wall	\$ -	\$ 1,155
CO#77 - CPE#45.2 - Re-route DCW/Lobby	\$ 6,715	\$ -
CO#78 - CPE#79 - Increase Stud Size/Library	\$ -	\$ 718
CO#79 - CPE#172 - 4-in Conduit Install	\$ -	\$ 33,117
CO#80 - CPE#138/RFI686 - Storm Drain Piping	\$ -	\$ 7,740
CO#81 - CPE#186 - Fire Sprinkler Rise/Chambers	\$ 3,057	\$ -
CO#82 - CPE#124.1 - Radiant Manifold Power	\$ 1,511	\$ 1,511
CO#83 - CPE#147 - Heat Detector Old Town Hall	\$ -	\$ 4,035
CO#84 - CPE#189 - 8 New Upright Sprinklers	\$ 5,515	\$ -
CO#85 - CPE#160 - Steel Countertops	\$ 3,208	\$ -
CO#86 - CPE#139 - Rerouting Water Line/Corp	\$ 6,235	\$ -
CO#87 - CPE#169 - Serrony Drain Add	\$ 4,653	\$ -
CO#88 - CPE#151 - Livry Valley Gutter	\$ 1,984	\$ -
CO#89 - CPE#196 - Re-grade of walkways	\$ -	\$ 10,276
CO#90 - CPE#201 - Elevator Inspection	\$ 6,325	\$ -
CO#91 - CPE#187 - Furring at Inside Wall	\$ 3,803	\$ -
CO#92 - CPE#095 - Water Line Size Change	\$ 1,517	\$ -
CO#93 - CPE#158 - Tree #101 Removal	\$ -	\$ 1,073
CO#94 - CPE#065.5 - Change out of Speakers	\$ 2,540	\$ -
CO#95 - CPE#077.2 - Subfloor/Library	\$ -	\$ 5,712
CO#96 - CPE#109 - Library Flashing	\$ -	\$ 6,632
CO#97 - CPE#165 - Lighting Controls - City Hall	\$ 9,248	\$ -
CO#98 - CPE#58 - ERCC System	\$ 234,690	\$ -
CO#99 - CPE#58.1 - ERCC Misc. Labor/Mat1	\$ 23,763	\$ -
CO#100 - CPE#149 - HVAC Split System	\$ 84,671	\$ -
CO#101 - CPE#170 - Radio Tower Requirements	\$ 62,685	\$ -
CO#102 - CPE#131 - Riser Manhole Install	\$ -	\$ 4,527
CO#103 - CPE#132 - Re-Route Exhaust Duct	\$ 17,736	\$ -
CO#104 - CPE#145 - Gravity Relief Hood Damp	\$ -	\$ 9,634
CO#105 - CPE#078 - Widen Wood Veneer Beam	\$ 750	\$ -
CO#106 - CPE#191R - UPS System Changes	\$ 142,811	\$ -
CO#107 - CPE#89R - 4-in Perf Pipe	\$ -	\$ 1,669
CO#108 - CPE#154 - Corrugated Pipe/RFI741	\$ 1,512	\$ 1,512
CO#109 - CPE#184 - Sidewalk at Fire Riser Rm	\$ 1,558	\$ -
CO#110 - CPE#146 - Window Shades	\$ -	\$ 5,517
	\$ 1,432,571	\$ 646,115

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	\$ 1,247,303	\$ 611,936	\$ 1,859,239	\$ 92,962	\$ -	\$ -
Payment Request #25	Jun-21	\$ 946,664	\$ 855,292	\$ 1,801,956	\$ 90,098	\$ -	\$ -
Payment Request #26	Jul-21	\$ 526,765	\$ 889,587	\$ 1,416,353	\$ 70,818	\$ -	\$ -
Payment Request #27	Aug-21	\$ 656,187	\$ 767,081	\$ 1,423,268	\$ 71,163	\$ -	\$ -
Payment Request #28	Sep-21	\$ 305,643	\$ 729,092	\$ 1,034,735	\$ 51,737	\$ -	\$ -
Payment Request #29	Oct-21	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Payment Request #30	Nov-21	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Payment Request #31	Dec-21	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Payment Request #32	Jan-22	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Payment Request #33	Feb-22	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Payment Request #34	Mar-22	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Totals		\$ 28,721,787	\$ 16,870,304	\$ 45,592,091	\$ 2,279,605	\$ 3,075,212	

Initial Project Bid	\$ 28,701,034	\$ 18,375,966	\$ 47,077,000
Net Change Orders	\$ 1,432,571	\$ 646,115	\$ 2,078,686
Updated Project Cost	\$ 30,133,605	\$ 19,022,081	\$ 49,155,686
Percent Complete (based on \$)	95%	89%	93%
Target % Complete (29/m Sch)	97%		
Each Month Represents	3%		

Donation Contributions				
	Design	Percent	Construction	Percent
Project Cost (Town Only)	\$ 2,980,652	74%	\$ 30,133,605	81%
Atherton Now	\$ 2,125,203	53%	\$ 3,075,212	10.21%
Other (Lums)	\$ -		\$ 500,000	1.66%
Other (ACL, Naudtsch, Orchard, Schroder)	\$ -		\$ 100,370	0.33%
Other (Goldman Foundation)	\$ -		\$ 225,000	0.75%
Other (Interwest)	\$ -		\$ 15,568	0.05%
Other (Kitter, Jones, Rano, Khang, Spurtz)	\$ -		\$ 14,300	0.05%
Other (Young, Mendelson, Chen, Nuttall)	\$ -		\$ 4,500	0.01%
Other (Hengehold, Zahn, Lamond, Kough/Kennedy)	\$ -		\$ 13,000	0.04%
Other (Walker/Jones, Kellman, Chao, Subhedar)	\$ -		\$ 221,500	0.74%
Other (Kuehler, Mohr, Opava, Reals)	\$ -		\$ 13,000	0.04%
Other (Beim, Louie, Case, Gasler, Schiavo)	\$ -		\$ 28,000	0.09%
Other (Bice, Masetti, Dudley, Leavins, Grant)	\$ -		\$ 113,000	0.37%
Other (Plavinske, Larritas, MacCoy, Stender)	\$ -		\$ 27,000	0.09%
Other (Wolberg, Maurice, O'Reilly, Oros)	\$ -		\$ 3,100	0.01%
Other (Gosler, Colby, Homan, Wilson)	\$ -		\$ 13,000	0.04%
Other (Douglas, Liberman, Wu, Yee/Young)	\$ -		\$ 22,000	0.07%
Other (Zhou, Chen, Schwabach, Klatz)	\$ -		\$ 71,000	0.24%
Other (Robinson, Pickard, Worthing, Brickley)	\$ -		\$ 22,000	0.07%
Other (Rass, Meier, Kaplan, Foster)	\$ -		\$ 7,000	0.02%
Other (Lin, Daryabas, Balgar, Tatarski)	\$ -		\$ 13,000	0.04%
Other (Shkavali, Moriconi, Walker, Cona)	\$ -		\$ 4,500	0.01%
Other (Haynes, MacLean, Su, Chan)	\$ -		\$ 4,000	0.01%
Other (Rader, Neupert, Markez, Leutner)	\$ -		\$ 13,000	0.04%
Other (Wolberg, Maurice, O'Reilly, Oros)	\$ -		\$ 27,000	0.09%
Other (Hingham, Zappettini, Davis, Adams)	\$ -		\$ 311,001	1.03%
Other (McDonalds, So Chang, Johnson/McKelloe)	\$ -		\$ 4,000	0.01%
Other (Liu, Makita, Stacho, Tompson)	\$ -		\$ 15,000	0.05%
Other (Lums, Patel, Lei, Advani)	\$ -		\$ 13,001	0.04%
Other (Kusper, de Silva, Lovewell, Price)	\$ -		\$ 4,000	0.01%
Other (Sun, Adams, Shen, Hong)	\$ -		\$ 4,000	0.01%
Other (Caldeman, SVCC, Streubuler, Scacco)	\$ -		\$ 10,479	0.03%
Other (Schank, Hu, Helsing, Sciano)	\$ -		\$ 300,000	1.00%
Other (Baran, Haneman, Long, Krantz)	\$ -		\$ 14,000	0.05%
Other (Rassow/Rohrer)	\$ -		\$ 2,000	0.01%
Other (I)	\$ -		\$ -	
Other (I)	\$ -		\$ -	
Other (I)	\$ -		\$ -	
Other (I)	\$ -		\$ -	
	\$ 2,125,203	53%	\$ 5,202,781	17.27%

General Share Division		Total To Town:	\$ 2,127,569
Library	26%		
Town	74%		
City Manager Single-Change Order Approval Authority		\$ 250,000	
Maximum Total Allowed Change Orders		\$ 2,500,000	