



STAFF REPORT

Police Department/City Hall Project – Monthly Update

Honorable Mayor and Council Members

Summary

It is staff's intention to provide an update on the Police Department/City Hall project to the City Council and community on a monthly basis. This report provides updated information such as recent construction activities, upcoming construction activities, and the budget/ change orders. Selected photos of the project and a rough schedule are also included. No action is required of Council.

Background

On July 22, 2003 the City Council approved the plans and specifications for the Police Department/City Hall project and directed staff to issue them to the pre-qualified bidders. The project includes, but is not limited to, the seismic retrofit of City Hall and the addition of 8,000 square feet. Bids were opened on October 1 and the lowest responsible bidder was Thompson Pacific of San Rafael, which was awarded the contract on October 14. A Notice to Proceed was issued on October 30 with work to begin on November 10 and continue for 410 days.

Discussion

Recent construction activities -

Demolition for Phase I (the addition and south wing) is essentially complete and the interior of the south wing is virtually empty. All interior doors and locks have been removed and stored for reuse as appropriate. Most of the windows and many of the exterior walls have been removed where the addition will adjoin the existing building. The foundations for the new shear walls are well underway; the existing first floor slabs have been removed as needed and the existing column footings exposed and drilled for rebar dowels. The 2nd-3rd floor and roof slabs are being x-rayed to pinpoint the location of existing rebar and post-tensioned cables. Site demolition has started and is progressing rapidly; trees, ground vegetation, curbs, much of the asphalt paving and portions of the storm drain system have all been removed.

Upcoming construction activities –

Pending direction from the architect, additional exterior walls will be removed completing the demolition for Phase I. By the end of the month, rebar for the shear wall footings will be installed and the concrete placed. The area north of the building will be graded and excavation for the addition’s footings should be underway soon.

Miscellaneous issues –

The construction manager has reviewed proposals from special inspection firms and a preferred consultant has been selected. A contract is being reviewed at this time and should be in place within the week. The special inspector is responsible for assuring the quality of the structural work via field observation and lab tests. They will inspect the installation of all rebar, concrete, structural steel and fireproofing. Physical samples of each material will be tested in their lab to verify compliance with the design requirements.

The City’s consulting archaeologist has been on site during excavation, as required by the conditions of approval. A state-assigned “Most Likely Descendent” has also been on site as needed.

Budget/change orders –

The following is the adopted Project Budget as of Oct. 14, 2003.

Sources	
Proceeds from loans	\$1,000,000
Proceeds from RDA bonds (94A)	\$2,230,360
General Fund	\$500,000
Variable Rate Note	\$2,503,153
Transfer from General Facilities	\$210,000
Escrowed Interest	\$652,617
Federal funds	\$248,000
Proceeds from RDA bonds (99A)	\$1,638,870
state grant (housing incentive)	\$133,000
Reimbursements (EKONA settlement)	\$50,000
RDA	\$400,000
Facilities Fund	\$250,000
ERAF Refund	\$155,100
Escrow Interest	14000
TOTAL AVAILABLE	\$9,985,100

As of December 31, 2003, \$1,675,726 has been expended. This includes costs dating back to FY99. The bulk of the expenses to date are for architectural services (EKONA and KMD) and other professional services.

The construction contract with Thompson Pacific is for \$7,085,000 and we have a construction contingency of \$569,100.

Change Orders –

As of January 15, no change orders have been finalized. However, we do know of situations that will result in extra costs, such as: removal of undocumented underground concrete, demolition of additional exterior walls, added bracing of the remaining exterior walls, modifications of an existing bathroom, and the relocation of an existing electrical panel. In addition, resources over what was planned will be necessary for archaeological services. On the other hand, we are aware of several situations that will result in credits to the City. For example: reduced demolition and replacement of the first floor slab, reuse of the existing first floor walls around the north stairwell versus their removal and replacement, and the deletion of the new elevator's sump pump (a code change). Our preliminary, *rough estimate* at this point is the net cost of the changes identified to date will be about \$30,000.

Staff will continue to monitor actual expenditures to the plan and will update Council on any significant deviations.

Project schedule -

Thompson Pacific has submitted two versions of a project schedule and our construction manager has deemed both non-compliant. Therefore, staff does not have a reliable complete schedule to share with Council at this point. We are, nonetheless, reasonably confident work is progressing at an appropriate pace and in a logical progression. In general terms, the most recent schedule indicates the work on the existing south wing will be completed around the end of July, the addition will be done around the end of October, and the project will be complete by the end of December. Keep in mind this is a recently created and incomplete schedule; it is still very early in the project and many unanticipated situations could impact the schedule. Staff will continue to work with the contractor to develop an acceptable schedule and will keep the Council and community informed of any significant deviations from that schedule.

Photo's -

The following are a few shots to convey the essence of the work to date.





Fiscal Impact

There is no fiscal impact to this report; funds for the project are included in the capital budget.

Recommendation

It is recommended that Council accept this report.

Alternatives

1. Provide direction to staff on additional information requested.
2. Discontinue monthly reports.
3. Provide alternative direction.
4. Take no action.

Respectfully submitted,

Daniel Rich
Assistant City Manager

Jere A. Kersnar
City Manager