



## **STAFF REPORT**

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### **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 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 -**

- The foundations for the shear walls and addition have been dug and the rebar installed.
- The concrete for the shear wall foundations was poured on February 5
- The concrete for the addition's foundations was poured on February 13.
- Work has begun to lay out and form for the shear walls.
- The underground sewer piping under the addition and the existing south wing is in place and ready to backfill.
- The conduits (duct bank) to the emergency generator are in place and ready to backfill.
- Inspections by the consulting Special Inspection & Testing firm, the City's Building Department and the structural engineer have been undertaken as needed.
- X-raying to pinpoint the location of existing rebar and post-tensioned cables is nearly complete

**Upcoming construction activities –**

- Dowels, forms and rebar for the 1<sup>st</sup> floor shear walls
- Forming and placement of the addition's slab
- Demolition of additional exterior walls, completing the demolition for Phase I.
- Forming and rebar for the addition's 1<sup>st</sup> floor concrete walls.

**Miscellaneous issues –**

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.

Staff is continuing to work with a consultant on the details and cost of the new dispatch center. Staff is also talking to consultants to begin selecting new or used furniture for those areas that require it. Staff is working with a consultant to select audio-video equipment for the Council Chamber.

**Budget/change orders –**

TOTAL AVAILABLE: \$9,985,100

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

As of January 31, 2004, \$2,100,000 has been expended on the project (going back to FY99). This includes the first construction payment of \$373,000.

**Change Orders –**

As of February 13, there are still no formal change orders submitted. However, we do know of situations that will result in extra costs as well as credits to the City. A recent issue discovered related to the conduit needed for the new emergency generator should result in a substantial savings for the City. On balance, therefore, our *rough estimate* is the current net cost of the construction changes identified to date will be about \$5,000. Please keep in mind this is based on our estimates and not any documented requests or agreements involving the contractor. In addition, there are other estimated charges against the contingency. For example, the archaeological costs will be higher than budgeted, as will the audio-video equipment for the Council Chamber and we will incur some added expense for the structural engineer. Looking at the overall project, the current estimate is that we have anticipated charges against the contingency of about \$85,000 at this point.

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

**Project schedule -**

Thompson Pacific has now submitted four versions of the required Base Schedule and our construction manager has deemed them all non-compliant, though they are getting closer. The City is invoking its contractual right to withhold additional payment until an approved schedule is in place. Despite the lack of an approved schedule, work in the field continues to progress at an appropriate pace and in a logical order. The following is the estimated timeline for major

milestones as of this point.

| <b>Milestone</b>    | <b>Schedule</b> | <b>Actual</b> | <b>Comments</b>   |
|---------------------|-----------------|---------------|---|
| <i>Phase I:</i>     |                 |               |   |
| Demolition          | Jan 9           | Jan 9         | Completed in early Jan. except for portion of existing walls subject to a change order. |
| Foundations         | Feb. 13         | Feb 13        |   |
| Structural Steel    | May 5           |               |   |
| Sheer Walls         | June 17         |               |   |
| Structural Glass    | June 17         |               | Staff does not believe this date is accurate.   |
| Landscaping         | June 28         |               | Staff does not believe this date is accurate.   |
| Phase I complete    | Oct. 13         |               |   |
| Transition period   | Oct. 22         |               |   |
| <i>Phase II:</i>    |                 |               |   |
| Demolition          | Nov. 1          |               |   |
| Tenant Improvements | Nov. – Dec.     |               |   |
| Phase II complete   | Dec. 24         |               |   |

Please note, the chart above is based on an incomplete and inconsistent schedule. Staff will continue to work with the contractor to develop an acceptable schedule and will update this chart once an approved schedule is finalized.

**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. It is also recommended that future updates be placed on the Consent Calendar unless there is something in particular to highlight or policy direction from Council is needed.

### **Alternatives**

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

Respectfully submitted,

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