



STAFF REPORT

POLICE DEPARTMENT/CITY HALL PROJECT – FEBRUARY MONTHLY UPDATE

Honorable Mayor and Council Members

Summary

Staff provides 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 budget/change orders. Selected photos of the project and an updated schedule are also included.

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, 2003 with work to begin on November 10 and continue for 410 days.

As of February 15, 2005 we are at day 463 of the project. Clearly the timeline has slipped from the original completion date, as noted before and below.

Discussion

Recent construction activities -

- Installation of plumbing fixtures is complete in the south wing.
- Door installation continues in the south wing and addition.
- Telephone, data and security cabling continues in the south wing.
- Light fixtures are being installed in the south wing and portions of the addition.
- Installation of the glass in the structural glass wall system is complete and caulking is underway.
- Rough electrical nearly done in the addition.
- Gypsum board nearly complete in the addition.
- Taping of the gypsum board continues in the addition.
- Painting continues in the addition.

- Installation of the T-bar ceiling grid continues in the addition.
- HVAC ductwork installation is complete in the addition.
- Framing for the Council dais is complete.
- Stucco and wood siding completed on the front of the addition.
- EIFS (Exterior Insulation and Finish System) completed on the south elevation and well underway on the front of the addition.
- Inspections by the City’s Building Department, South County Fire, and the consulting engineers continue as needed.

Upcoming construction activities –

- Continued caulking of the structural glass wall system.
- Install metal panels surrounding the structural glass wall.
- Completion of the exterior finishes on the front of the addition, i.e. EIFS, stone base and metal fins.
- Connection of new the gas piping to the existing service.
- HVAC start up (heating to facilitate interior finish work).
- Completion of the lobby’s “storefront” glazing system.
- Installation of solid surface (Corian) countertops.

Miscellaneous issues –

Audio Video Equipment:

An RFP was issued for the AV equipment hardware for the Chamber and it has since been ordered from the low bidder. The AV consultant has begun installing some of the wiring for the speakers.

Move:

Parks and Rec. staff will be coordinating the move at the end of Phase I and have begun meeting with departments to review the process and verify locations of furniture and equipment. The limited new modular furniture purchased will be installed prior to the staff move.

Chamber Suite:

Work has begun (by a different contractor) to do the tenant improvements in the 6th Avenue corner suite the Chamber of Commerce will occupy. We expect them to move around the same time as the rest of the building.

Architect:

The original Project Manager for the design team, Ashraf Fouad, has resigned from KMD. Although the bulk of the design team work is now done through the construction administration liaison, a new PM has been assigned to the project. We do not expect the change to impact the project.

Legal Advice:

Staff is meeting with a construction law expert to verify our legal position should claims or litigation result from disagreements with the contractor.

Budget/change orders –

The construction contract with Thompson Pacific is for \$7,085,000 (plus approved change orders); Council approved a contingency of \$569,100.

Total Available for the
project: \$9,985,100

As of January 31, 2005, approximately \$2.9 million has been expended this fiscal year and \$6 million total on the project. We are at 72% of payments to the contractor (and retain 10% of all due in an escrow account).

Change Orders –

As of February 11, still only seven formal change orders, addressing twenty-five separately negotiated changes (including three credits), have been processed and paid, for a net total of \$26,367.

Despite the lack of numerous formally approved change orders, we know of other construction elements that will result in extra costs to the City. The significant components include: removing the plate at the edge of the slab, additional demo for the generator pad, drilling through the thickened slab, steel collectors under the thickened slab, changes to the structural steel, additional lockers and benches, revisions to the roof slope and insulation, rerouting conduit for the generator, carpets in the new stairwell, additional electrical work, changes to the existing fire protection system, and changes to the Police telecomm room.

As noted in past reports, there are also a number of situations that should result in credits to the City. For example, less slab demolition and replacement in the south wing, deletion of the projection screen in the Chamber, deletion of the elevator sump pump, reduced conduit and wiring for the new generator, reduced work in the existing north stairs, and deletion of fire alarm devices.

Draws on Contingency -

On balance, therefore, our rough estimate is that the current net cost of the construction changes identified to date will be about **\$260,000**. Additional costs since last month include changes to the wood ceiling in the chamber, black paint in the chamber above the paneling, additional tiling at the back door, additional emergency power outlets, handrail changes, and added t-bar ceilings. There were also several anticipated credits added this month. Please keep in mind the net cost projection is based on our construction manager's estimates only – not actual agreements with the contractor.

In addition, as noted before, there are other (non-construction) estimated charges against the contingency. For example, the archaeological costs are higher than budgeted, as will be the audio-video equipment and reconnecting the phone lines. Other significant additional expenses include site planning for the current PD site, new workstations for the police dispatch center,

additional casework in the building, additional storage and furniture rental costs, developing the new furniture specs, and some fencing.

As noted previously, the extended construction period is leading to additional costs for professional services. We received a proposal from the construction management firm to continue services through the end of the project that far exceeded our capacity to pay. After scaling down the level of service significantly, it is anticipated that we will still need to spend about \$50,000 for limited construction management services through May. Our CM, Keith Anderson, has been invaluable to the project and knows it better than any other individual; we cannot successfully conclude it without some level of effort from him.

Looking at the overall project, the current estimate is that we have anticipated charges against the contingency of about **\$520,000** at this point (a total of \$569,100 in contingency funding is available for the project). Staff will continue to monitor actual expenditures to the plan and will update Council regularly.

Project schedule -

Below is the timeline as of this date. As can be seen, we have lost about two weeks since the last report. The main factor causing the delay remains the structural glass wall. That installation is well underway, but is going slower than anticipated.

Some active delays are due to design errors (such as structural steel), so it is likely that some of the delays will be considered “concurrent” (offsetting - “their” fault and “our” fault).

Milestone	Original Schedule	Revised	Actual	Comments
<i>Phase I:</i>				
Demolition	Jan. 9		Jan 9	
Foundations	Feb. 13		Feb 13	
Shear Walls - Existing Building	March 29		April 7	
Concrete Walls – Addition	April 29		May 26	
Structural Steel	June 23		Sept 16	
Roof on Addition	August 4	Jan 6		<i>Completion awaits completion of the roof mounted HVAC units installation</i>
Complete Landscaping	August 26	Feb 28		<i>Unlikely</i>
Complete Site work	Oct. 14	Mar 10		<i>Some hardscape will wait until structural glass wall and surrounding finishes are completed</i>
Structural Glass	August 20	Feb 8		<i>Did not happen</i>
Phase I complete	Oct. 14	Mar 31		

Transition period	Oct. 25	April 1-7		
<i>Phase II:</i>				
Demolition	Nov 4	Apr 8		
Tenant Improvements (currently occupied areas)	Oct. – Dec.	Apr. - June		
Phase II complete	Dec. 23	June 9		

Photo's -

The following pictures show some of the progress since the last update.



Fiscal Impact

There is no fiscal impact to this report.

Recommendation

It is recommended that Council:

1. Accept the update provided in this report

Alternatives

1. Provide alternative direction to staff.
2. Take no action.

Attachment

None.

Respectfully submitted,

Daniel Rich
Interim City Manager