



Staff Report

BELMONT LIBRARY/BELAMEDA PARK PROJECT – APRIL MONTHLY UPDATE

Honorable Mayor and Council Members:

Summary

Staff provides an update on the Belmont Library/Belameda Park 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 October 12, 2004 the City Council approved the plans and specifications for the Belmont Library project and directed staff to issue them to the bidders. The project includes, but is not limited to, the demolition of the existing library and the reconstruction of a 20,233 square foot library. Bids were opened on November 23rd and the lowest responsible bidder was Gonsalves & Stronck of San Carlos, which was awarded the contract on December 14, 2004. A Notice to Proceed was issued on January 18, 2005 with work to begin on January 24, 2005 and continue for 11 months.

As of April 21, we are at day 88 of the project, or approximately 26% into the official timeline.

Discussion

Recent construction activities

- Concrete wall poured.
- Subdrains installed at building pad.
- Footing rebar completed.
- Slab on grade work continues.

Upcoming construction activities

- Waterproofing.
- Sub drain backwall.

Miscellaneous Issues

▪ Budget/Change Orders

The project is currently within budget and on April 8th, the first payment was made to Gonsalves & Stronck for \$371,294.00. This signifies that we are at 5% of payments to the contractor (and retain 10% of all due in an escrow account).

As of March 28th, one change order has been issued, addressing eight separately negotiated changes (including one credit), for a net total of \$29,379.

Total Available for the project (including all 4 alternates): **\$6,947,777**

▪ Draws on Contingency

Additional costs since last month include a contract amendment for \$49,446 with Nova Partners, our current construction management firm, for additional services. Staff has negotiated to broaden their scope of work to allow for services such as:

- Establishing and managing weekly construction coordination meetings throughout the course of the project until completion, ensuring that issues are identified are resolved in a timely manner.
- Providing coordination between project team members so that all members of the team are informed of upcoming required decisions and issues and that the overall project flow of work is coordinated in a manner that keeps the project moving forward in an efficient manner.
- Monitoring the overall project schedule to confirm that the agreed upon logic and sequencing is being met.
- Update the project schedule and review detailed contractor prepared construction schedules, reporting to the City on any actual or projected improvements or delays in the completion of the project.
- Identifying field problems, recommending and negotiating resolutions.
- Monitoring the overall Request for Information (RFI's) and Submittal process to ensure timely submittal and review, approval or rejection by Architect and City.
- Monitoring progress inspections, final inspections and sign-off by applicable governmental entities including City Inspectors(s) and the selected testing and inspection firm.
- Assisting in the review of payment procedures and schedules, including reviewing and approving all invoices, bills, and applications for payment ensuring compliance with the contract terms.
- Establishing procedures for project closeout items including as-builts, training, warranties, and owner manuals.
- Assisting architect and general contractor in preparation and correction of punch list items.

- Following up and resolving any open construction or move-in issues, including finalization of all punch list items.
- Assisting with contractor closeout contracts.

This cost in additional services is within the project budget. Staff will continue to monitor actual expenditures to the plan and will update Council regularly.

- Project schedule

Below is a timeline of the key milestones. The project schedule is on track at this point.

Activity	Schedule	
	April 18-22	April 25-29
Excavate & Install Sub Drain	X	
Waterproofing	X	
Waterproof Concrete Wall	X	
Plumbing & Electrical	X	X
Sub Drain Backwall	X	

- Photo's

The following pictures show some of the project progress:





Fiscal Impact

There is no fiscal impact to this report.

Public Contact

Posting of City Council agenda.

Recommendation

It is recommended that Council accept the update provided in this report

Alternatives

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

Attachment

None.

Respectfully submitted,

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Interim City Manager