



Administrative Report

H.7., File # 21-2345

Meeting Date: 5/4/2021

To: MAYOR AND CITY COUNCIL
From: TED SEMAAN, PUBLIC WORKS DIRECTOR

TITLE

APPROVE THE FOURTH AMENDMENT TO THE AGREEMENT WITH GILLIS & PANICHAPAN ARCHITECTS, INC. (GPA) FOR CITY COUNCIL CHAMBER IMPROVEMENTS CONSULTING SERVICES TO PROVIDE ADDITIONAL SERVICES FOR AN ADDITIONAL AMOUNT OF \$3,000 FOR A TOTAL NOT TO EXCEED AMOUNT OF \$113,940 FOR THE EXISTING TERM

EXECUTIVE SUMMARY

The City Council Chamber Improvements Project, Job No. 20560 (Project), which is currently in construction, is replacing aging carpeting and public fixed seating, and improves the accessibility of the City Council Chamber. The Project is being coordinated with installation of upgrades to the audio-video system including software and hardware for the City Channel Broadcast (RBTv), which was approved by the City Council on February 5, 2019. The architectural improvements to the Council Chambers are substantially complete and installation of the audio-visual improvements will be completed in early May. Testing and training on the new AV equipment will follow with the reopening of the Council Chambers anticipated in mid-June.

Due to unanticipated project conditions, it is necessary to secure additional services from GPA for project completion. Staff is recommending this Fourth Amendment to provide the following services: additional product and material substitution submittal review and assessment; additional shop drawing development coordination with the contractor and Audio-Video (AV) consultant for construction of the dais; additional coordination of unforeseen site conditions in structural lintel design revisions and installation with the City Building Division; and two additional site visits. Amendment #4 adds \$3,000 to the agreement for a total not to exceed amount of \$113,940.

BACKGROUND

On June 12, 2018 the City Council awarded a \$86,190 professional services contract to the architectural consulting firm, Gillis & Panichapan Architects, Inc. (GPA) to provide project design and construction support services for the Project. GPA was tasked with incorporating (Americans with Disabilities Act) ADA compliant improvements by removing barriers to accessibility in the Chamber. Their design impacts the public seating area, the Council dais, Council and staff desks and counters, lobby, restrooms, entryways, and stairways.

GPA has coordinated their work with Integrated Media Systems (IMS), the audio-visual consultant and supplier engaged by the Information Technology Department to design audio-visual and

computer hardware upgrades to the Chamber and the Main Library Conference Room. The City Council approved a contract with IMS in the amount of \$1,015,863.54 on February 5, 2019 for purchase and installation of the selected equipment.

On May 21, 2019, the City Council approved the conceptual design, authorized staff to finalize the design and complete bid ready construction documents. GPA worked with City staff and IMS to finalize the design and produce and submit the plans to the Building Division for plan check.

On January 21, 2020 the City Council approved the First Amendment to the Agreement with GPA providing additional compensation in the amount of \$14,800 for work due to changes required by project plan check, site conditions, and coordination with the Audio-Visual (AV) consultant.

On March 31, 2020, the City Council approved the Project plans and Specifications and authorized competitive bidding.

On May 19, 2020, the City Council approved the Second Amendment to the agreement with GPA extending the term of the agreement to December 31, 2021 with no additional compensation.

On July 7, 2020, the City Council awarded a contract to PUB Construction, Inc. (PUB) in the amount of \$797,000 for construction of the Project.

On July 22, 2020, Westcor Environmental, under a separate contract, started the abatement of lead wall and floor tile from the two Lobby restrooms, and the asbestos-containing floor tile and mastic from the lobby and Council Chambers entryway. The abatement work was completed on July 24, 2020.

On August 19, 2020, a preconstruction meeting was held in the Council Chambers with City, GPA, and PUB representatives. Notice to Proceed was issued to authorize PUB to proceed with the Project starting August 24, 2020.

On September 15, 2020, the City Council approved the Third Amendment to the Agreement with GPA providing additional compensation in the amount of \$9,950 for revising the project plans to incorporate a reflected ceiling plan design with new lighting fixtures, sensors, and related electrical work, and a new drinking fountain with bottle filler and related work in the lobby.

During construction, due to the unforeseen conditions in the masonry wall, the structural steel lintel above Door #03 required GPA's design revisions and coordination with the contractor and the City Building Division. GPA also spent additional time and services to review and assess the contractor's additional products and materials substitution submittals, to coordinate with the Audio-Video contractor and PUB to review detailed shop drawings for the construction of the dais, and to provide additional site visits to review the construction. At the City's direction, GPA submitted a formal request for additional compensation to cover these additional services on April 5, 2021. GPA requested additional compensation in the not to exceed amount of \$3,000 for these additional services. Staff has prepared the Amendment to provide additional services and compensation and is recommending that the City Council approve the attached Fourth Amendment to the current

agreement with GPA to allow the work to proceed promptly and efficiently.

The architectural improvements to the Council Chambers are substantially complete and installation of the audio-visual improvements will be completed in early May. Testing and training on the new AV equipment will follow with the reopening of the Council Chambers anticipated in mid-June.

COORDINATION

This Project has been coordinated with the Public Works Engineering and Operations Divisions, the City Clerk’s office, the City Manager’s office and the IT Department. The Fourth Amendment to the Agreement has been approved as to form by the City Attorney’s Office.

FISCAL IMPACT

State franchise laws require cable operators to pay to the City a fee of 1% of gross revenues to use for improvements to Public, Educational and Governmental (PEG) access facilities. With the budget appropriation for FY20-21, these fees are available to fund the improvements of the City’s broadcast facilities, including the proposed improvements to the Chamber. Total Project funding is summarized in the table below.

<u>Funding:</u>		<u>Estimated Expenditures:</u>	
Public, Educational and Governmental (PEG) Fees	<u>\$2,070,720</u>	GPA Consulting- Design	\$ 110,940
		Integrated Media Systems	\$1,015,864
		AV Upgrades	
		PUB Construction	\$ 857,002
		CC Chambers Construction	
		Hazmat Abatement	\$ 15,000
		Granicus Software Upgrades	\$ 25,843
		Contingency/ Project Mgmt.	<u>\$ 46,071</u>
TOTAL	\$2,070,720	TOTAL	\$2,070,720

APPROVED BY:

Joe Hoefgen, City Manager

ATTACHMENTS

1. GPA Fourth Amendment
2. GPA Contract w/Amendments 1-3