



**CONSENT CALENDAR**

**Agenda Item # 8**

**AGENDA REPORT SUMMARY**

**Meeting Date:** July 10, 2018

**Subject:** Professional Services Agreement Amendment: Community Center Redevelopment Project

**Prepared by:** Theresa Yee, Project Manager

**Reviewed by:** Susanna Chan, Public Works Director

**Approved by:** Chris Jordan, City Manager

**Attachment(s):** Noll & Tam Additional Service Request

**Initiated by:**  
City Council

**Previous Council Consideration:**

August 22, 2017, September 26, 2017 and December 12, 2017

**Fiscal Impact:**

The requested amendment in the amount of \$467,781 for the Community Center Project is included in the \$34.7 M project budget. We expect the \$15,000 for evaluating Children's Corner options will be reimbursed by the Children's Corner.

**Environmental Review:**

Not applicable

**Policy Question(s) for Council Consideration:**

None

**Summary:**

- Staff executed a professional services agreement between the City of Los Altos and Noll & Tam Architect and Planners in an amount not to exceed \$74,380 for project feasibility studies.
- Council authorized the execution of a professional services agreement between the City of Los Altos and Noll & Tam Architect and Planners in an amount not to exceed \$2,804,597 for design services for the Community Center Redevelopment Project.
- Council provided direction to the design team to move forward with the schematic design phase with a \$34.7 million budget based upon seven design elements.
  1. Increasing building quality
  2. Increasing building functionality
  3. Upgrading from LEED Silver equivalent to LEED Gold equivalent
  4. Providing improved pedestrian connectivity
  5. Increasing building square footage



**Subject:** Professional Services Agreement Amendment: Community Center Redevelopment Project

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6. Increasing outdoor program space
  7. Refinishing existing parking lot
- The Consultant has requested a contract amendment of \$482,781 to compensate additional work not included in the original scope of services.

**Staff Recommendation:**

Authorize the City Manager to execute a contract amendment on behalf of the City with Noll & Tam Architects and Planners for added scope of services on the Community Center Redevelopment Project in the amount of \$482,781.



**Subject:** Professional Services Agreement Amendment: Community Center Redevelopment Project

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### **Purpose**

Execute an amendment for \$482,781 to the existing agreement with Noll & Tam Architects and Planners for the added community center design elements.

### **Background**

On February 28, 2017, the Los Altos City Council approved their priorities for 2017, which included a goal to build a new or refurbish the community center. On April 25, 2017, the City Council unanimously approved the creation of a Capital Improvement Project for the design and construction of a new Community Center with a project budget of \$25,000,000. Additionally, Council unanimously adopted Resolution No. 2017-15 establishing the Hillview Community Center Project Task Force (Task Force) with the mission to recommend to Council the interior space allocation and exterior design and layout of the Community Center.

On August 22, 2017, a Professional Services Agreement for Noll & Tam Architects and Planners was executed for the design of Community Center Redevelopment Project.

The seven design elements identified by City Council at the September 27, 2017 Study Session are:

1. Increasing building quality
2. Increasing building functionality
3. Upgrading from LEED Silver equivalent to LEED Gold equivalent
4. Providing improved pedestrian connectivity
5. Increasing building square footage
6. Increasing outdoor program space
7. Refinishing existing parking lot

In addition, multiple site options were presented, at the request of Council and the Task Force. Site option #4 was supported and direction was provided to proceed with this site location.

During programming of the new Community Center, all existing city-related programs will be replicated at the new community center. City Council has indicated interest in considering options to provide space for the Children's Corner program, which is not a City-managed related function.

### **Discussion/Analysis**

Following the September 27, 2017 Study Session, Noll and Tam Architects and Planners has diligently implemented the added seven design elements into the Community Center Redevelopment Project as directed by City Council.

Each item of the added design elements requires additional design, engineering, and coordination to implement. The added fee request of \$467,781 by Noll and Tam Architects and Planners is consistent



**Subject:** Professional Services Agreement Amendment: Community Center Redevelopment Project

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with the work directed by Council in addition to the added services to support exploration of multiple site options. Detailed breakdown of the request is included in Attachment A.

In addition, Noll & Tam Architect and Planners is providing preliminary site compatibility study for the Children's Corner. This work is necessary to supplement the evaluation of the Children's Corner proposal. The fee for these services is not-to-exceed \$15,000.

The total amendment for Noll & Tam Architect and Planners is \$482,781 for the above requested services. The total contract amount with this amendment is \$3,361,758, which represents approximately 9.7% of the total project budget.

### **Options**

- 1) Authorize the City Manager to execute an amendment with Noll and Tam Architects and Planners for professional services in the amount of \$482,781.

**Advantages:** The scope of work directed by Council on December 12, 2017 will be executed and included in the design of the Hillview Community Center Redevelopment Project and staff will have plans and drawings to supplement Council's evaluation of Children's Corner.

**Disadvantages:** None.

- 2) Do not execute an amendment with Noll and Tam Architects.

**Advantages:** None.

**Disadvantages:** Work as directed by Council would not proceed.

### **Recommendation**

The staff recommends Option 1.

Theresa Yee, CPC DBIA  
Project Manager, City of Los Altos  
1 N. San Antonio Road  
Los Altos CA 94022

Subject: Hillview Community Center Additional Service Request #1

Date: June 20, 2018

Dear Theresa,

Per your request, we are submitting this Additional Service Request proposal for Los Altos Community Center scope expansion and quality enhancements.

As you are aware, the City Council proposed scope and quality enhancements to the Los Altos Community Center Project during the 9/26/17 Working Session; upon review of concept schemes presented at the City Council Meeting of 12/12/17, city council directed the design team to proceed with development of the enhanced project. In good faith, the design team has started work on the added scope as directed, ahead of formal Council approval of our additional fee request.

#### **Summary 9/26/17 Scope Expansion**

The following summarizes additional scope items:

- 1. Increased Building Quality** with an upgrade of materials and detailing of the project requiring additional design and construction administration time:
- 2. Increasing Building Functionality:** additional effort required to identify and document design features and concepts offering greater flexibility of use (such as movable partitions, flyaway doors):
- 3. Upgrade from LEED Silver Equivalent to LEED Gold Equivalent:** additional effort for identification, documentation and construction administration of LEED credits for Gold Equivalent:  
(This proposal excludes design services for LEED Gold formal USGBC certification.)
- 4. Improved pedestrian connectivity to the Library:** Noll and Tam effort required for collaboration with Landscape Architect to generate improved connectivity between the new community center and the Library:
- 5. Increase Building area by 3,000 sq. ft.:** design effort for adjusting site plan, reconfiguring building plan to incorporate additional space, additional documentation:
- 6. Increase outdoor program space:** design efforts in collaboration with Landscape architect for design, documentation and construction administration of additional scope:

**7. Refinish existing parking lot/Redesign of parking lot:** design effort for planning, documentation and construction administration of new parking lot, driveway and associated items:

In addition to design services associated with the budget increases approved by City Council, our add service request also includes additional work that was completed during the SD phase, resulting out of the Task Force Community process. This extended effort included multiple concept design options and iterations, additional support for public outreach, and additional Task Force and City Council meetings beyond what was anticipated in our original fee proposal and the RFP documents.

A summary list of additional fees for the entire design team is attached to this letter along with a narrative comparing the original contract scope to the expanded scope as requested by City Council. The total additional service request is \$467,781.00.

Please contact me at your earliest convenience if you have questions and/or wish to discuss.  
Thank you.

Best regards,

James Gwise, AIA  
Project Manager

Attachment: ASR 1 Fee Summary; Supporting Detail, and NT add fee hourly breakdown

**ADDITIONAL SERVICES REQUEST #1**

Consultant	Base Fee	Added Fee	Comments
1 BKF	\$136,400	\$13,200	Parking lot redesign and new pedestrian connector
2 Structural	\$291,025	\$8,250	Additional effort for expanded scope, increase in quality and area, higher seismic level for shelter function
3 Mechanical Plumbing	\$251,900	\$6,600	Additional program elements (Café), expanded building area
		\$24,200	Leed Gold Equivalent/energy modelling (excludes commissioning)
4 Electrical	\$247,500	\$6,600	Additional Scope - Parking Lot lighting design, photometrics, added title 24 calcs and documentation
		\$8,250	Leed Gold Equivalent
5 Survey	\$60,346	\$3,388	Addition survey for pedestrian connector
6 Cost	\$55,000	\$23,925	Provided additional estimating for add scope items (parking, site, pedestrian connection, , etc.), + TF mtgs
7 Landscape	\$170,500	\$66,000	Extended Scope for Library Connector, parking lot, site planning, added outdoor program spaces
8 Landscape	\$0	\$8,448	Additional Council + Community meetings (See detail)
9 Square Peg	\$30,800	\$3,300	Additional design associated with parking lot, library connector
10 Bright Works	\$37,400	\$6,600	Additional research and coordination effort for Leed Gold
11 Arborist Report	\$0	\$5,720	Not included in original proposal
12 Kitchen Designer	\$9,625	\$3,300	Café not anticipated in original scope -
13 Acoustics	\$67,452	\$0	No change
14 Geotechnical	\$63,989	\$0	No change
15 Code	\$27,420	\$0	No Change
<b>Subtotal Consultant's Fee</b>	<b>\$1,449,357</b>		
		<b>\$187,781</b>	<b>Subtotal Consultant add fee</b>
<b>Noll and Tam additional Fee Calculation</b>			
16 Increased Building Quality		\$47,250	From "Moderately priced", standard quality to higher quality, more customized design
17 Increase Building Functionality		\$40,000	From conventional, standard function, to inclusion of features that add flexibility, enhance operations.
18 Leed Gold Equivalent		\$18,000	Upgrade from LEED Silver Equivalent (add'l 10 minimum pts req'd)
19 Enhanced pedestrian connectivity		\$20,000	Add landscaped pedestrian path from library to new Com Center
20 Increase Building Area		\$40,000	From 20,000 sf to 24,500 sf
21 Outdoor Program		\$30,000	From 7500 sf outdoor program space to aprox 10,000 sf
22 Redesign/re-finish parking		\$23,500	From no work to existing parking lot to complete redesign
23 Multiple design options		\$32,000	Original assumption: one site to multiple site and plan options
24 Support for public outreach		\$24,250	Add'l public meetings, Community Online Survey
<b>NT Contract Fee w/ Interiors</b>	<b>\$1,409,120</b>	<b>\$275,000</b>	<b>Subtotal NT add fee (Sum of items 16 to 24)</b>
		<b>\$462,781</b>	<b>Total Add (NT+ Consultants)</b>
Reimbursable Expenses	\$20,500	\$5,000	Add reimbursable Includes physical model
		<b>\$467,781</b>	<b>Total Requested add service</b>
<b>Total Contract Fee</b>	<b>\$2,878,977</b>		
Original starter contract	\$74,380		
Original Base Contract	\$2,804,597		
<b>Total Contract Fee</b>	<b>\$2,878,977</b>	<b>\$3,346,758</b>	<b>Total Revised Contract Fee w/ total add service</b>

**ADDITIONAL SERVICES REQUEST #1**

**Design Fee Expressed as percentage of Project Scope**



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Base Design Fee as percentage of Project Budget	11.52%	2,878,977 / 25,000,000 (Base fee/Base Budget)
Adjusted Design Fee as a percentage of adjusted Project Budget	9.64%	3,346,758 / 34,700,000 (Adjusted fee/ Adjusted Project Budget)



# LOS ALTOS COMMUNITY CENTER

## Additional Services Supporting Detail

	ORIGINAL FEE SCOPE ASSUMPTIONS	REVISED FEE ADDITIONAL SCOPE
	Project budget: \$25 Million	Project budget: \$34.7 Million
	Building size: 20,000 sf	Building size: 24,500 sf
	 <p>Aprox site area:110,000 sf</p>	 <p>Aprox site area:198,000 sf</p>
	SD Duration: Aug 28 to Dec 31, 2017 (4 months)	Actual SD Duration July 13 to Mar 2018 (8 months)
	<b>CONSULTANT SCOPE</b>	
1.	Civil Engineer – BKF	<ul style="list-style-type: none"> <li>• Additional effort for expanded site area by 17,000 sf, parking lot redesign, and library pedestrian connector:</li> <li>• Add'l demo, grading, paving, drainage</li> </ul>
2.	Structural – Daedalus	<ul style="list-style-type: none"> <li>• Additional effort quality (exposed structure) + increased area (adjust structural framing)</li> </ul>
3.	Mechanical & Plumbing- Integral	<ul style="list-style-type: none"> <li>• Expanded bldg. area + add program elements requiring plumbing +mechanical (ie Café)</li> <li>• Additional effort for LEED Gold equivalency – energy modeling and documenting more pts</li> </ul>
4.	Electrical – O’Mahoney and Myer Consulting	<ul style="list-style-type: none"> <li>• Parking Lot lighting design, photometrics, added title 24 calcs and documentation</li> <li>• Additional LEED Gold equivalency documentation/ assess PV’s</li> </ul>
5.	Surveyor – REY Engineers	<ul style="list-style-type: none"> <li>• Expanded scope area required second site visit for additional survey for pedestrian connection</li> </ul>

<p><b>6.</b> <b>Cost</b></p>	<p><b>Cost Estimator-</b> Scott Lewis</p> <p><b>RFP Scope:</b></p> <ul style="list-style-type: none"> <li>• 100% SD construction cost estimate for one option at end of SD Phase</li> <li>• Assessment of soft costs not specified, construction costs only</li> <li>• Task Force meetings not specified</li> </ul>	<p><b>Actual Scope:</b></p> <ul style="list-style-type: none"> <li>• Preliminary cost data for (5) options</li> <li>• Assistance with project soft costs</li> <li>• Detailed concept estimates for 2 options= prior to 100% SD</li> <li>• (3) TF meetings @SD</li> <li>• (1) Additional City Council Meeting (attended 2)</li> <li>• Costing of added scope items: parking, reconfiguration, pedestrian connection, add building area, and add quality</li> </ul>
<p><b>7.</b></p>	<p><b>Landscape – MIG</b></p> <p><b>RFP Scope:</b></p> <ul style="list-style-type: none"> <li>• (2) landscape design options/iterations</li> <li>• No change to existing parking lot or site work beyond the existing community center site</li> <li>• No change to Whistle Stop</li> <li>• LEED Silver Equivalency</li> </ul>	<p><b>Additional Scope:</b></p> <ul style="list-style-type: none"> <li>• (5) landscape options/iterations</li> <li>• Parking lot redesign coordination</li> <li>• Add Library connection path</li> <li>• Enhanced outdoor program spaces</li> <li>• Change Whistle Stop</li> <li>• LEED Gold equivalency coordination</li> </ul>
<p><b>8</b></p>	<p><b>Landscape – MIG</b></p> <p>Community Meetings in original scope</p> <ul style="list-style-type: none"> <li>• Schematic Design – (1) Task Force meeting (1) City Council meeting</li> </ul>	<p>Actual number of meetings:</p> <ul style="list-style-type: none"> <li>• (1) Community Workshop with Graphic Facilitation</li> <li>• (3) add'l Task Force meetings</li> <li>• (1) add'l City Council meeting</li> </ul>
<p><b>9.</b></p>	<p>Signage – Square Peg</p>	<ul style="list-style-type: none"> <li>• Additional design associated with parking lot, library connector</li> </ul>
<p><b>10.</b></p>	<p>LEED Consultant- Brightworks</p>	<ul style="list-style-type: none"> <li>• Additional research and coordination effort for LEED Gold equivalency</li> </ul>
<p><b>11.</b></p>	<p>Arborist Report</p>	<ul style="list-style-type: none"> <li>• Not included in original proposal</li> </ul>
<p><b>12.</b></p>	<p>Kitchen designer- Marshall Associates</p>	<ul style="list-style-type: none"> <li>• Café not included in original scope</li> </ul>
<p><b>13.</b></p>	<p>Telecom/Acoustics - Smith, Fause, McDonal, Inc</p>	<p>No Change</p>
<p><b>14.</b></p>	<p>Geotech Report -</p>	<p>No Change</p>
<p><b>15.</b></p>	<p>Code -</p>	<p>No Change</p>

NOLL & TAM SCOPE		
<p><b>16. Quality</b></p>	<p><b><u>Building Quality based on Strata report:</u></b>  <i>“(Cost) Model based on a moderately priced building. Architectural features and finishes will be of reasonable quality and durability. Exterior of cement plaster or similar priced finish, gypsum board interiors and acoustical tile ceilings”</i> pg. 9 Option 2</p> <ul style="list-style-type: none"> <li>• More standardized construction details</li> <li>• Economic material selection that include painted wood, carpet tile, 2x4 ceiling tiles,</li> </ul>	<p><b><u>Increased building quality requires additional time to research materials, design and document</u></b></p> <ul style="list-style-type: none"> <li>• More customized construction details that are visually esthetic, in addition to functional and durable.</li> <li>• More unique design conditions</li> <li>• Variety of exterior and interior materials to be considered: upgraded to include natural wood, metal,, fiber cement panels, accent wall panels, epoxy terrazzo or stone paver flooring and inset carpet flooring</li> <li>• Tall customized window systems</li> <li>• More built in customized millwork and cabinets</li> <li>• Enhanced lighting design for ambiance</li> </ul>
<p><b>17. Functionality</b></p>	<p><b><u>Building Functionality is conventional</u></b>  Examples:</p> <ul style="list-style-type: none"> <li>• More fixed and conventional building components</li> <li>• Standard electrical and data routing access</li> <li>• Simpler, less sophisticated lighting design.</li> <li>• More fixed exterior windows vs operable</li> </ul>	<p><b><u>Increased building functionality than found in an average public building.</u></b> These items increase flexibility of use .Examples include:</p> <ul style="list-style-type: none"> <li>• Quality movable partitions to combine adjacent spaces allowing for expanded programming and special events</li> <li>• large exterior door openings or rollup doors to enhance indoor/outdoor connection</li> <li>• Configuration of structural/electrical and mechanical systems to allow for easy future reconfiguration of interior spaces</li> <li>• More consideration of technology access</li> <li>• Additional interior glazing to enhance visual connections, better supervision, and borrowed daylight</li> <li>• Enhanced lighting design to accommodate multiple functions</li> </ul>
<p><b>18.</b></p>	<p>LEED <b>Silver</b> equivalent</p>	<p>LEED <b>Gold</b> equivalent</p> <ul style="list-style-type: none"> <li>• Requires minimum 10 additional points to be incorporated into design and documented</li> <li>• Additional consultant design coordination</li> <li>• Solar Collector design analysis/study</li> </ul>

<p><b>19. Pedestrian Connection</b></p>	<p>No pedestrian Connection to the Library</p>	<p><b>Add pedestrian connection to the Library</b>  New project scope requested by Task Force</p> <ul style="list-style-type: none"> <li>collaborate and coordinate with Landscape architect, civil and electrical to generate a design improving connectivity between the new community center and the library</li> <li>Outdoor trellis design and details.</li> <li>Requires additional construction administration effort due to expanded site area</li> </ul>
<p><b>20. Increase Area</b></p>	<p>Affordable Building Area for \$25M budget is 20,000 sf</p>	<p><b>Increase Building Area</b> to better accommodate community program needs  Increase to <b>24,500 sf</b>. This change required</p> <ul style="list-style-type: none"> <li>Redesign of floor and site plans  Reconfiguration of rooms sizes and addition of program spaces</li> <li>Redesign massing and character</li> <li>Additional construction details</li> <li>Coordination will all consultants to make changes</li> <li>Update of life safety code analysis</li> <li></li> <li>Requires additional construction administration effort for larger area</li> </ul>
<p><b>21. Outdoor Program</b></p>	<p>Early budget for outdoor program space = 7,500sf  Early Assumptions included:</p> <ul style="list-style-type: none"> <li>Outdoor Program spaces would have paving and landscape, but not covered</li> <li>Simple, modest sized front main entry plaza</li> <li></li> </ul>	<p><b>Increase outdoor program space by 2500 min or approx 10,000 sf total</b></p> <ul style="list-style-type: none"> <li>Selected Courtyard site plan option increased the programmable outdoor space to 14,000 sf including courtyard</li> <li>Overall site area is approx 88,000 sf larger than original assumptions (includes parking)</li> <li>Design of expanded outdoor spaces for programs requires additional design collaboration and coordination with landscape architect, civil and electrical</li> <li>Expanded outdoor program space will include additional architectural detailing such as deep roof overhangs, trellis, site walls and other features.</li> <li>Relocation of Whistle stop and/or add small play features to replace existing whistle stop at same location</li> <li>Requires additional construction administration effort for larger site</li> </ul>

<p><b>22. Parking Lot</b></p>	<p><b>No Change Existing parking lot per Stata Report</b></p>	<p><b>Redesign existing parking lot + including impact to existing parking at library</b></p> <ul style="list-style-type: none"> <li>• Produced multiple parking lot design options</li> <li>• coordination of consultants and documentation of new parking lot, driveway, site lighting and other miscellaneous elements associated with the new parking lot.</li> </ul>
<p><b>23. Multiple Design Options At SD</b></p>	<p><b>Design Options: Assumption based on 2017 Strata Report</b></p> <ul style="list-style-type: none"> <li>• (1) site location at existing community center site</li> <li>• Up to (3) building/site plan options at one site</li> <li>• (1-2) 3D perspectives for (1) selected option</li> <li>• (1) massing option for (1) selected option</li> </ul>	<p><b>Multiple Design Options : due to evolution of TF design process</b></p> <ul style="list-style-type: none"> <li>• (5) different site locations analyzed</li> <li>• (3) building /site plans on selected site option 4</li> <li>• (3) sets of 3-D perspectives for (3) design options, including interior 3D perspectives.</li> <li>• (2) massing options for selected site option 4</li> </ul>
<p><b>24. Public Outreach</b></p>	<p><b><u>Support for Public Outreach</u></b> Duration:: <b>Aug 28- Dec 31 2017 =4months</b></p> <ul style="list-style-type: none"> <li>• (1) SD City Council presentation</li> <li>• (1) DD City Council presentation</li> </ul>	<p><b><u>Add'l Support for Public Outreach</u></b> Actual Duration: <b>July 13-Mar 13, 2018=8 months</b></p> <ul style="list-style-type: none"> <li>• (2) Add'l SD City Council presentations Sept 26 (joint TF), Dec 12, Mar 13</li> <li>• (1) Add'l DD City Council presentations July10; Sept 11</li> <li>• (5) One on one City Council member meetings</li> <li>• Architectural community online survey materials + analysis</li> </ul>

<b>NOLL &amp; TAM ADD FEE BREAKDOWN</b>					
June 20, 2018.					
Phase / Task	Hours/Rate				Total \$
	PIC \$210	Assoc. PIC \$175	PM \$170	Designer \$130	
<b>TOTAL NOLL &amp; TAM PROFESSIONAL FEE</b>					<b>\$275,000</b>
<b>Item Add/Revised Scope</b>					
<b>16. Increased Building Quality</b>					
A. Schematic Design Phase	4	8	8	8	\$4,640
B. Design Development Phase		12	20	20	\$8,100
C. Construction Documents		30	80	120	\$34,510
					\$47,250
<b>17. Increased Building Function</b>					
A. Schematic Design Phase	4	8	8	8	\$4,640
B. Design Development Phase		12	20	20	\$8,100
C. Construction Documents		31	60	90	\$27,260
					\$40,000
<b>18. LEED Gold Equivalent</b>					
A. Schematic Design Phase					\$0
B. Design Development Phase			8	40	\$6,560
C. Construction Documents			20	62	\$11,440
					\$18,000
<b>19. Add Pedestrian Connectivity</b>					
A. Schematic Design Phase			16	26	\$6,080
B. DD/CD Phase			20	40	\$8,600
C. Construction Administration			16	20	\$5,320
					\$20,000
<b>20. Increased Building Area</b>					
A. Schematic Design Phase	8	40	20	80	\$22,480
B. DD/CD Phase			20	80	\$13,800
C. Construction Administration			12	13	\$3,720
					\$40,000
<b>21. Increased Outdoor program</b>					
A. Schematic Design Phase	8	16	20	24	\$11,000
B. DD/CD Phase	8	8	40	40	\$15,080
C. Construction Administration			12	14	\$3,920
					\$30,000
<b>22. Redesign New parking lot</b>					
A. Schematic Design Phase	4	4	20	25	\$8,190
B. D/CD Phase			28	50	\$11,260
C. Cconstruction Administration			12	15	\$4,050
					\$23,500
<b>23. Multiple Design Options</b>					
A. Concept and Schematic Design	8	16	40	94	\$23,500
B. Additional 3D renderings			16	44	\$8,500
					\$32,000
<b>24. Additional Support for Public Outreach</b>					
A. (2) additional SD City Council meeting	12	12	12	20	\$11,580
B. (1) DD City Council meetings	6	6	6	10	\$4,630
C. (5) One on one council member meetings	14		14		\$5,320
D. Architectural Character Online Survey	8			8	\$2,720
					\$24,250
<b>TOTAL NOLL &amp; TAM ADD SERVICE</b>					<b>\$275,000</b>

## Children's Corner Preliminary Site Compatibility

### Children's Corner Fee Proposal

Los Altos

June 6, 2018



#### Scope of work and Assumptions

- Goals:
  - Test fit on the east side of the new community center site.
  - Confirm feasibility of (3) options: 1) free standing site constructed building; 2) Freestanding modular or pre-engineered freestanding building, and 3) an attached addition to the new community center (site built)
- Program is based on the information gathered by the City from the Children's Center representative (attached):
  - Approximately 3,000 to 3,500 sf
  - Licensed child care to comply with state licensing guidelines and requirements
  - 3 class rooms for 60 total children
  - (1) office
  - Children rest rooms- (4) total toilets, with 1-2 sinks per rest room
  - Outdoor space per code is 75sf /child= 4,500 sf required for 60 children (this is more than the 3000 -4000 sf written requirement from Children's Corner)
- No further space programming will be completed at this time.
- Cost Estimating is not included at this time and will be the responsibility of the City.
- Landscape Architect and other consultants are not included in this proposal.
  - Architectural scope will include
    - (1) site/floor plan layout (room layout) for a free standing building (applied to both modular and site constructed) for purposes of test fit on the site and (1) site/floor plan layout of an attached addition to the new community center for purposes of test fit.
    - Massing diagrams associated with each plan option to illustrate height. (Exterior elevations will not be included in this study)
    - Manufacturer's photos and images of actual modular or pre-engineered building
    - Estimated design schedule for each option
- (1) staff meeting with City is included, same day as other meetings scheduled for the Community center.
- (1) City Council meeting and associated presentation prep time indicating the pros and cons for each option will be included.
- This contract will be billed on a T&M basis with a Not to Exceed amount based on the scope of work described above.

#### Proposed consultant fees:

Noll & Tam	\$12,500	
	<u>\$2,500</u>	(1) Council meeting
Total fee	\$15,000	(Not to Exceed)

**Noll & Tam Architects**  
**Schedule of Billing Rates 2018**

Principal	\$210
Project Manager	\$175
Senior Designer/Architect	\$160
Designer/Staff	\$130