



CONSENT CALENDAR

Agenda Item # 2

AGENDA REPORT SUMMARY

Meeting Date: July 9, 2019

Subject: Contract Award: Construction Management Services for the Los Altos Community Center Project

Prepared by: Peter Maslo, Project Manager

Reviewed by: Aida Fairman, Interim Engineering Service Director

Approved by: Chris Jordan, City Manager

Attachment(s):

None

Initiated by:

City Council – CIP Project CF - 01002

Previous Council Consideration:

April 23, 2019; March 12, 2019; September 11, 2018; July 10, 2018; March 13, 2018; December 12, 2017; September 26, 2017, August 22, 2017; May 23, 2017; April 25, 2017.

Fiscal Impact:

\$938,525 is funded by the Los Altos Community Center Project CF – 01002 in the Capital Improvement Program.

Environmental Review:

Not applicable.

Policy Question(s) for Council Consideration:

- None

Summary:

- The City issued a request for proposals for Construction Management Services for Los Altos Community Center Project (“Project”) and received eleven (11) proposals.
- The City shortlisted four Construction Management firms and conducted interviews.
- NOVA Partners, Inc., is the highest ranked firm with the demonstrated competence and professional qualifications necessary to perform the services at a fair and reasonable price.

Staff Recommendation:

Award contract to and authorize the City Manager to execute an agreement on behalf of the City with NOVA Partners, Inc., in a amount not to exceed \$938,525 to provide Construction Management Services for the Project.

Reviewed By:

City Manager

CJ

City Attorney

CD

Finance Director

SE



Subject: Contract Award: Construction Management Services for the Los Altos Community Center Project

Purpose

Award contract and authorize execution of an agreement for Construction Management Services for the Los Altos Community Center Project.

Background

At the March 12, 2019 meeting, the City Council directed staff to move forward with the Project. The Project is currently out to bid with bids due on July 18, 2019. This schedule makes it imperative for the City to hire a construction management firm as soon as possible. The construction manager will ensure appropriate on-site management of this critical Project.

The City issued a request for proposals for construction management services for the Project on May 8, 2019. Specifically, the construction management services responsibilities include:

- 1) On-site Construction Supervision
- 2) MEP Supervision, Coordination and Commissioning
- 3) Value Engineering Analysis
- 4) Project & Construction Management
- 5) Cost Review and Constructability
- 6) Maintain Construction Budget
- 7) Owner and Subcontractor Meeting
- 8) Master Scheduling
- 9) Quality Assurance
- 10) Safety & Inspections

The City received proposals from eleven (11) consulting firms. The proposals were reviewed by City staff and four (4) consulting firms were shortlisted and interviewed.

Discussion/Analysis

Following the interview process, staff concluded that NOVA Partners, Inc., is the preferred construction management firm for the Project.

NOVA Partners has provided construction management services for similar projects in the Cities of Palo Alto, Belmont, Cupertino, Morgan Hill and Gilroy. The projects include Civic Center and Plaza, Library & Community Hall, Library, Parks and Recreation, Aquatic Center, and Recreation Center.



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Options

- 1) Award contract to and authorize the City Manager to execute an agreement with NOVA Partners for Construction Management Services for the Project in an amount not to exceed \$938,525.

Advantages: Construction Management Services are needed to support and oversee the day to day activities regarding the demolition of the existing community center and the construction of the new community center throughout the completion and close-out of the Project.

Disadvantages: None

Recommendation

The staff recommends Option 1.