



CONSENT CALENDAR

Agenda Item # 4

AGENDA REPORT SUMMARY

Meeting Date: October 13, 2020

Subject: Amendment No. 4 to the Agreement between the City of Los Altos, California and Noll and Tam Architects for the additional Design / Professional Consulting Services for Hillview Community Center Redevelopment Project CF-01002.

Prepared by: Peter Maslo, Project Manager

Reviewed by: Jim Sandoval, Engineering Service Director

Approved by: Chris Jordan, City Manager

Attachment(s): None

Initiated by:

City Council – CIP Project CF - 01002

Previous Council Consideration:

July 9, 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; July 30, 2019

Fiscal Impact:

The following project will cost \$372,583 and is funded by approved Los Altos Community Center Project CF – 01002 in the Capital Improvement Program. If approved, funds will be transferred from the project soft cost contingency within the approved budget. No additional funding to the project is required.

- Breakdown of funds to be used :
 - o \$372,583 General Fund
- Amount already included in approved budget: Y
- Amount above budget requested: 0

Reviewed By:

City Manager

CJ

City Attorney

JH

Finance Director

SE



Subject: Professional Design Services Agreement Amendment: Community Center Project

Additional Service Requests

PROJECT ITEM	PROJECT BUDGET
ASR 8 – Revisions to Kinder Prep	\$3,340
ASR 9 – Fire Department Revision to Standpipe System	\$9,640
ASR 10 – Access Control and Security Revision	\$9,562
ASR 11 – Schedule Extension	\$194,480
ASR 12 – Extension to Geotechnical Services	\$29,301
ASR 13 – Addition of Graphics to Signage	\$6,620
ASR 14 – COVID-19	\$105,000
ASR 15 – Irrigation Controller Revisions	\$14,640
TOTAL PROJECT BUDGET	\$372,583

The additional service requests (ASR 8 through ASR 15) will be funded by previously City Council approved project soft cost contingency. There are adequate funds in the project soft cost contingency to cover the \$372,583.

Environmental Review:

Not applicable

Policy Question(s) for Council Consideration:

- None

Summary:

- Noll & Tam Architects is contracted with the City as the Architect for the design and architectural services of Los Altos Community Center.
- Amendment No. 4 modifies the scope of services to add design elements including the Revisions to Kinder Prep, Fire Department Revision to Standpipe System, Access Control and Security Revision, Schedule Extension, Extension to Geotechnical Services, Addition of Graphics to Signage, COVID - 19 Extension, and Irrigation Controller Revisions.

Staff Recommendation:

Authorize the City Manager to execute a contract amendment on behalf of the City with Noll & Tam Architects for added scope of services on the Los Altos Community Center Project in the amount of \$372,583.



Subject: Professional Design Services Agreement Amendment: Community Center Project

Purpose

Execute an amendment for \$372,583 to the existing agreement with Noll & Tam Architects for the Los Altos Community Center Project.

Background

On August 22, 2017, Council authorized the execution of a professional services agreement between the City of Los Altos and Noll & Tam Architects in an amount not to exceed \$2,804,597 for design services for the Community Center Project.

Amendment No.1 was issued on June 4, 2018 to revise the term of contract from FY2017/18 to FY2020/21.

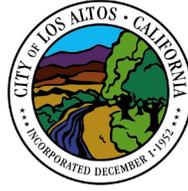
Amendment No. 2 was issued on August 7, 2018 in the amount of \$467,781 for the following modifications to the scope of services (SOS): increase building quality, increase building functionality, upgrade from LEED silver equivalent to LEED Gold equivalent, improve pedestrian connectivity to the library, increase building area by 3,000 S.F., increase outdoor program space, re-design of parking lot.

Amendment No. 3 was issued on July 30, 2019 in the amount of \$93,420 for the Children's Corner, Stormwater, PV System, Fire Hydrant Line Easement, Arborist Construction Administration Phase Activities and Exterior Envelope Waterproofing Review.

Discussion/Analysis

Amendment No. 4 includes necessary design elements and consulting services to complete the construction phase of this project. A detailed breakdown of the request is shown below:

- **ASR 8 – Revisions to Kinder Prep \$3,340:** Provide design for interior decoration of wall surfaces, revise height of windowsill, eliminate carpeting, add open shelving at north-east corner of the space.
- **ASR 9 – Fire Department Revision to Standpipe System \$9,640:** Revise concept diagram, design coordination to locate wharf hydrants in the landscape and contract document revisions to meet Santa Clara Fire Department requirements.
- **ASR 10 – Access Control and Security Revision \$9,562:** Coordinate security and access revisions with architectural elements; coordinate door hardware revisions with hardware consultant, including submittals.



Subject: Professional Design Services Agreement Amendment: Community Center Project

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- **ASR 11 – Schedule Extension \$194,480:** Additional service request to cover a schedule extension of 3 months. Noll and Tam’s project fee proposal estimated a 12 to 14-month construction period. In comparison, the General Contractor’s construction schedule at the time of award shows the project spanning from Notice to Proceed issued on 9/3/2019 to Substantial Completion date of 11/25/2020, a period of roughly 15 months. The City awarded the construction bid on 7/30/2019 and Noll and Tam began Construction Administration activities 8/1/2019 which, coupled with the contractor’s 15-month construction schedule, lengthens the total Construction Administration phase to 16 months. This includes all required sub-consultant costs.
 - **ASR 12 – Extension to Geotechnical Services \$29,301:** Provide geotechnical services, quality control and testing for underground utilities, pavement areas, trash enclosure, transformer pad, and the library connector.
 - **ASR 13 – Addition of Graphics to Signage \$6,620:** Addition of graphics to interior signage and adjustment of room names.
 - **ASR 14 – COVID - 19 Extension \$105,000:** Service proposal associated with the shelter in place order. The construction schedule has been extended by approximately 2.5 months (from November 2020 through February 2021) due to delays caused by COVID-19 and the shelter-in-place orders. Noll & Tam and their consultants continued to provide Contract Administration services throughout the shelter-in-place period, processing submittals, RFI’s and attending weekly and special meetings. (Please note that City staff is currently working with Gonsalves & Stronck (general contractor) on additional COVID-19 related schedule impacts that may push the project completion date past February 2021. If this occurs, then staff will accordingly return to Council to extend Noll and Tam Architects’ contract.)
 - **ASR 15 – Irrigation Controller Revisions \$14,640:** Integration and upgrade of the baseball and soccer field irrigation system as part of LACC project. Revisions to the legend, plans and details and coordination with the consultants and rain master representative.

The added fee request by Noll and Tam Architects for this additional scope of services is \$372,583.

Options

- 1) Authorize the City Manager to execute an amendment with Noll and Tam Architects for professional services in the amount of \$372,583.

Advantages: Allows necessary design modifications to be incorporated into the LACC project and allows the design team to continue to provide services through project completion and closeout.



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Disadvantages: None

- 2) Do not authorize the City Manager to execute an amendment with Noll and Tam Architects for professional services in the amount of \$372,583.

Advantages: None

Disadvantages: Noll and Tam Architects will be owed funds for timely services performed that were necessary during construction and they will not be able to continue supporting the project.

Recommendation

The staff recommends Option 1.