



## CITY COUNCIL STAFF REPORT

DATE: December 18, 2013 CONSENT AGENDA

SUBJECT: APPROVAL OF AMENDMENT NO. 2 TO ARCHITECTURAL SERVICES AGREEMENT NO. 6262 WITH URRUTIA A.I.A. AND ASSOCIATES FOR AIRPORT PROJECTS

FROM: David H. Ready, City Manager

BY: AIRPORT

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### SUMMARY

An action to award an amendment to the professional services contract with Urrutia Architects for design and engineering services to install automated security exit doors compliant with new Transportation Security Administration (TSA) regulations.

### RECOMMENDATION:

1. Approve Amendment No. 2 to Urrutia A.I.A. and Associates Agreement No. 6262 for design, bid, permitting, and construction phase services in the amount not-to-exceed \$26,275 to complete security checkpoint modification and automatic door installation.
2. Authorize the City Manager to execute all necessary projects, and change order authority up to a ten (10) percent increase over the total project amount.

### STAFF ANALYSIS:

One of the most sensitive security areas at any airport is the point at which deplaning passengers transition from the secure gate areas to the non-secure main terminal building. This is an important control point whereby passengers leaving the secure area cannot return once they cross a designated exit.

Currently, in order to protect this secure transition point, there must either be security personnel present or appropriate technology installed designed to identify and stop unauthorized access. However, effective in 2014, the Airport Director has been notified by TSA that enhanced technology controls at the "exit lane" access point will be required. The proposed modifications include automated revolving doors to replace the

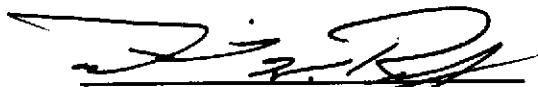
flat automatic doors which open in from the outdoor secured courtyard area. An additional benefit of this type of door will be anticipated energy savings; particularly during the summer months when the Airport's Main Terminal air conditioning is being used.

FISCAL IMPACT:

The proposed cost for project design professional services is \$26,275; funds are available in account No. 416-6501-50000. Actual total project costs are anticipated to be in the cost range of \$350,000.00, and will require City Council approval subsequent to the procurement bid process. Also, staff will be pursuing an FAA Grant that would provide 90% reimbursement of the project costs.



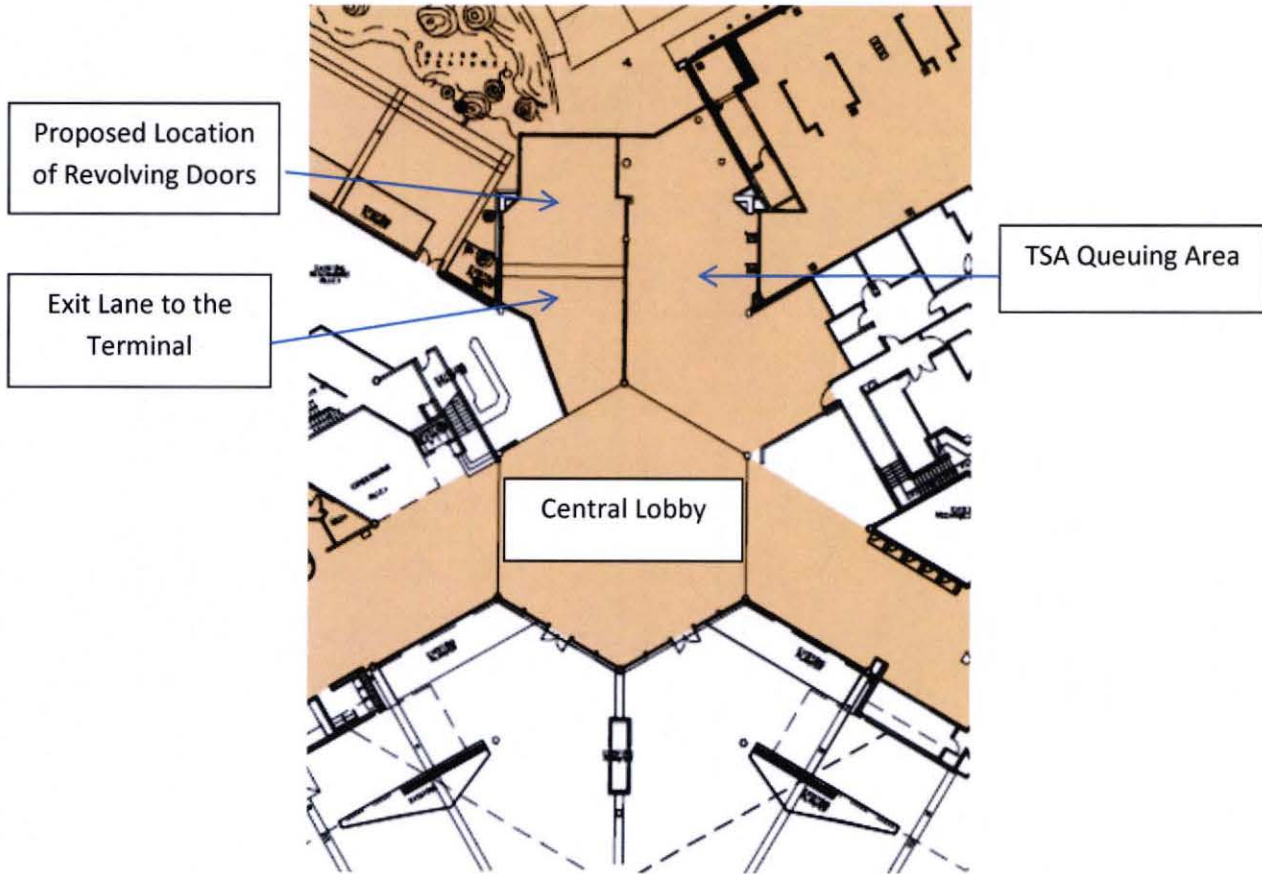
Thomas Nolan  
Executive Director, Airport



David H. Ready, City Manager

Attachments: Exhibit 1  
Urrutia Amendment No. 2  
Scope of Services

**EXHIBIT 1**



AMENDMENT NO. 2  
TO AGREEMENT NO. A6262 On-Call Architectural Services  
PALM SPRINGS INTERNATIONAL AIRPORT

THIS SECOND AMENDMENT is made and entered into as of the 18<sup>th</sup> day of December 18, 2012 (the "effective date") by and between the CITY OF PALM SPRINGS, a California charter city and municipal corporation ("City"), and Urrutia A.I.A. and Associates, Inc., dba Urrutia Architects (herein "Consultant") as follows:

RECITALS

WHEREAS, the City owns and operates Palm Springs International Airport ("Airport") located in Palm Springs, California for the convenience of the general public.

WHEREAS, City and Consultant entered into that certain Consulting Services Agreement No. A6262 for Aviation Consulting ("Agreement") for On-Call Architectural Services, as duly amended from time to time; and

WHEREAS, the parties wish to amend the Agreement to increase work assignments.

NOW, THEREFORE, for good and sufficient consideration, the parties agree as follows:

1. Exhibit "A", Scope of Services, is hereby amended to add the following on-call Architectural Services for additional resident professional services for the new one-way airport security revolving doors as described in the proposal from the Consultant dated December 3, 2013.

Task 4 – Security Exit Area Design and Engineering Series    \$ 24,700.00

2. The agreement shall allow a total project sum up to \$24,700.00 for professional services relating to the design, construction management and planning of Task 4.

Except as previously modified herein, all other provisions of the Agreement shall remain unmodified in full force and effect.

[SIGNATURE PAGE FOLLOWS]


Urrutia Architects Inc. A6262  
Palm Springs International Airport

IN WITNESS WHEREOF, the parties have executed and entered into this Agreement as of the date first written above.


ATTEST:

CITY OF PALM SPRINGS  
a municipal corporation

By: \_\_\_\_\_  
City Clerk

By: \_\_\_\_\_  
City Manager 

APPROVED AS TO FORM:

By: \_\_\_\_\_   
City Attorney

CONTRACTOR: Check one: \_\_\_ Individual \_\_\_ Partnership \_\_\_ Corporation  
Corporations require two notarized signatures: One from each of the following: A. Chairman of Board, President, or any Vice President: AND B. Secretary, Assistant Secretary, Treasurer, Assistant Treasurer, or Chief Financial Officer.

By: \_\_\_\_\_  
Signature (notarized)

By: \_\_\_\_\_  
Signature (notarized)

Title: \_\_\_\_\_

Title: \_\_\_\_\_

\*\*\*\*\*

State of \_\_\_\_\_

State of \_\_\_\_\_

County of \_\_\_\_\_

County of \_\_\_\_\_

On \_\_\_\_\_ before me, \_\_\_\_\_

On \_\_\_\_\_ before me, \_\_\_\_\_

personally appeared \_\_\_\_\_ who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) name(s)is/are subscribed to the within instrument acknowledged to me that he/she/they executed the same in he/her/their authorized capacity(is), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

personally appeared \_\_\_\_\_ who proved to me on basis of satisfactory evidence to be the person(s) whose names (s) is/are subscribed to the within instrument and and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(is), and that by his/her/their signatures(s) on the instrument the person(s) or the the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

I certify under PENALTY OF PERJURY under the laws of the State of California that the e foregoing paragraph is true and correct.

WITNESS my hand and official seal.

WITNESS my hand and official seal.

Notary Signature: \_\_\_\_\_

Notary Signature: \_\_\_\_\_

Notary Seal:

Notary Seal:



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Palm Springs, CA 92262  
760.327.6800  
760.327.6813 fax

[design@urrutiaarchitects.com](mailto:design@urrutiaarchitects.com)

December 3, 2013 (Revised 12/10/13)

Mr. Thomas Nolan  
Executive Director  
Palm Springs International Airport  
3400 E. Tahquitz Canyon Way  
Suite OFC  
Palm Springs, CA. 92262-6966

**RE: Proposal for Professional Design and Engineering Services – New One Way Airport Security Revolving Doors - Revised  
Palm Springs, CA.**

Dear Mr. Nolan:

Urrutia Architects is pleased to provide the City of Palm Springs International Airport with our proposal for professional architectural and engineering services to include the addition of a two (2) new automatic one way airport security revolving doors manufactured by Horton Automatics. The new revolving doors shall be located within the exit areaway on the east side of the existing lobby of the Palm Springs International Airport located in Palm Springs, CA.

### **Scope of Work**

The following points summarize our understanding of the scope of work. The airport is proposing to add two (2) new automatic one way airport security revolving doors in the existing exit area way on the east side of the airport lobby. Presently the exit area way consists of an enclosed vestibule area which is controlled with automatic bi-parting doors to access this area. Then there is a second set of automatic bi-parting doors that allow access into the main lobby area. This area is designed to allow egress into the terminal in a one way directional flow and due to security reasons; the intent is to prohibit egress through this passageway from the lobby. The requirement is to maintain a one-way flow from the outside into the building using two (2) new automatic revolving doors manufactured by Horton Automatics that will dictate the flow of pedestrian traffic from the exterior to the interior in a controlled flow pattern. The new revolving doors will be 12 foot in diameter and will be staggered to allow the inclusion of a new 36" wide security door between the revolving units. Each new revolving door will include sensors in the ceiling and floor mats that will detect any object in the restricted area of the door enclosure. The sensors will produce an audible alarm when detection of a foreign

object occurs. In addition, the following shall be included in the scope of work as related to these new revolving doors:

- New electrical required extended to each door unit. Minimum 120 VAC 15 amp service to a 20 amp dedicated circuit for each unit.
- Integration of each door unit into the existing space will include replacement of existing flooring, remodeling of exiting ceiling where door unit intersects with existing ceiling.
- Coordination of installation details.
- Standard door units are prepped for glass which is provided by others. Glass will be specified (bullet resistant is an option).
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We are assuming that the project will be subject to review by only the following agencies/departments:

- City of Palm Springs Airport
- City of Palm Springs Building Department

### **Scope of Services**

Based on the above Scope of Work, Urrutia Architects will provide Architectural and Engineering Services including Design and Construction Documents for the proposed Parking Lot Space Expansion to include the following services:

- Architectural
- Electrical Engineering

#### **A. Pre-Design/Site Analysis Phase:**

a. Urrutia Architects and their consultants shall provide the following services:

- Architectural design shall include review of existing construction documents and record drawings furnished by the City or airport. A site visit shall be conducted to verify record drawings. A final base floor plan and reflected ceiling plan shall be prepared of this area that reflects the existing conditions.
- Electrical engineering shall consist of a site visit to document the existing power sources, electrical panels, and power sources for this area. An existing electrical plan of this area shall be prepared.

#### **B. Design Development Phase:**

a. Urrutia Architects shall prepare design development drawings which will consist of the following:

- Architectural design shall include a proposed floor plan layout, reflected ceiling plan, interior elevations, and finish material

selections. The Architect shall be responsible for the coordination of all consultants work; provide the airport with delineated layouts for review and comment; attend all meetings, including City review meetings; and scheduling of all consultant's work.

**C. Construction Document Phase:**

a. For the purpose of this proposal, all construction documents created for this project shall be a part of a single set of construction drawings for this project. Urrutia Architects and their consultants shall prepare detailed construction documents based on the final design development drawings approved by the City of Palm Springs and the airport, which will, in general, consist of the following:

- Title sheet with code analysis and ADA requirements.
- Partial Site Plan to identify location of work in the overall building.
- Demolition plans and details, including temporary construction walls and phasing of construction work.
- Remodel floor plan and finish schedule.
- Reflected ceiling plan and details.
- Interior elevations.
- Door schedule and installation details.
- Glazing details.
- Electrical demolition plan and remodel plan.
- Specifications book prepared in CSI format.
- Attend user meetings when necessary.

**D. Bidding Phase:**

a. Urrutia Architects shall assist the airport in soliciting and obtaining bids from general contractors for this project as an overall single project through the public bid process. During the course of the bidding process, the architect shall attend a pre-bid meeting, prepare and issue addenda requested by the City, and respond to RFI's.



**E. Construction Administration Phase:**

- a. Urrutia Architects shall provide professional services during the course of construction that shall include the following:
- Provide clarification and interpretive drawings to the contractor.
  - Review and respond to RFI's from the contractor.
  - Review submitted changes in construction costs proposed by the contractor. Process any Change Orders during the construction phase.
  - Review Applications for Payment from the Contractor and make recommendations for payments.
  - Visit the job site once a week to review the progress of work and answer any questions the contractor may have. Document the site visits with photographs and written memos which will be distributed.
  - Review and process shop drawings and submittals.
  - Prepare punch lists during substantial completion and final punch lists to close out the project.
  - Documentation of all warranties, guarantees, and operation manuals.

## F. Proposed Compensation

To provide the services described in this proposal, the following compensation is proposed:

A total fixed cost of **\$23, 700.00**, plus reimbursable expenses.

- A. Pre-Design/Site Analysis Phase:  
A fixed sum of **\$ 3,000.00**, plus reimbursable expenses.
- B. Design Development Phase:  
A fixed sum of **\$2,000.00**, plus reimbursable expenses.
- C. Construction Document Phase:  
A fixed sum of **\$13,000.00**, plus reimbursable expenses.
- D. Bidding Phase:  
A fixed sum of **\$ 900.00**, plus reimbursable expenses.
- E. Construction Administration Phase:  
A fixed sum of **\$4,800.00**, plus reimbursable expenses.

### Reimbursable Expenses:

Reimbursable Expenses are in addition to the Architect's compensation, and include actual expenditures made by the Architect and the Architect's employees and Consultants in the interest of the Project for the expenses listed in the following Subparagraphs:

- Long distance communications;
- Fees paid in securing approvals of authorities having jurisdiction over the Project;
- Reproductions of drawings, specifications and other documents;
- Postage and special handling of documents;
- Finish/ detailed models requested by the Client,

**We are proposing an estimated budget of \$1,000.00 for reimbursable expenses.**

Exclusions include the following:

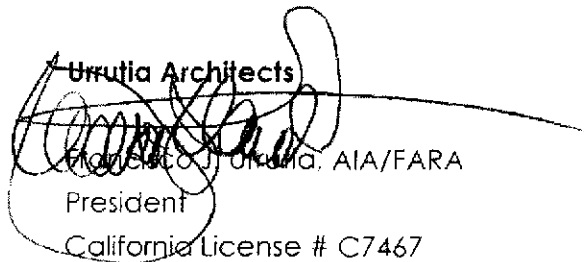
- Geotechnical reports or testing, to be provided by the City/Airport.
- Structural engineering
- Mechanical engineering.

Assumptions include the following:

- The City or Airport shall provide the Architect with copies of "as built" drawings of remodel area, including structural, architectural, mechanical, and electrical data or any other drawings of scope related information relevant to this project that may assist the Architect in the preparation of their drawings.
- The City or Airport will prepare the City's "boiler plate" specifications and general conditions requirements for bid and construction purposes.

If our proposal is acceptable, please have the City prepare an agreement for our services. Should you have any questions, please call me. I look forward to hearing from you.

Sincerely,

  
**Urrutia Architects**  
Francisco J. Urrutia, AIA/FARA  
President  
California License # C7467

