



CITY COUNCIL STAFF REPORT

DATE: July 16, 2014 CONSENT AGENDA

SUBJECT: AMENDMENT NO. 3 TO URRUTIA ARCHITECTS CONTRACT FOR
AIRPORT ESCALATOR AND AIR HANDLING EQUIPMENT
REPLACEMENT PROJECTS

FROM: David H. Ready, City Manager

BY: AIRPORT

SUMMARY

A professional services contract amendment with Urrutia Architects for the Palm Springs International Airport escalator replacement and air handling equipment rehabilitation projects.

RECOMMENDATION:

1. Approve Amendment No. 3 to Urrutia A.I.A. and Associates Agreement No. 6262 for design, bid, permitting, and construction phase services in the amount not to exceed \$ 35,200 to complete facility equipment replacements.
2. Authorize the City Manager to execute all necessary documents, and change order authority up to a ten (10) percent increase over the total project amount.

STAFF ANALYSIS:

There are two outdoor escalators in the Palm Springs International Airport terminal complex that facilitate the safe and efficient movement of passengers. These escalators were part of the 1999 Bono Concourse project, a two-level facility housing eight loading bridge boarding gates for the growing airport. Based on the cost of maintenance and increasing downtime for repairs, the two escalator units are approaching the end of their useful life.

This contract amendment will initiate the professional services required in to design the escalator with modern, more reliable and more energy efficient units. Additionally, a passenger data analysis will be conducted and integrated into the specification so that the durability of the escalators sufficiently matches current and forecast passenger

ITEM NO. 2.5.

demand loads without experiencing above normal breakdowns or excessive wear and tear.

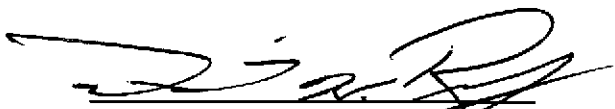
A second facet of work relates to the airport terminal's mechanical air handling equipment. The older main terminal building has eight large capacity air handling units for heating, ventilating and cooling (HVAC) and all are several decades old. Many of the units, if not all, require either some level of overhaul or full replacement in order to reliably and efficiently continue supplying cooled and heated forced air throughout the complex. Urrutia Architects, will render the necessary professional services to appropriately evaluate and then design the bid specifications and provide construction oversight.

FISCAL IMPACT:

The Fiscal Year 14/15 Airport Budget planned for these projects and funds are available in accounts 416-6501-56173 and 416-6501-56177.



Thomas Nolan
Executive Director, Airport



David H. Ready, City Manager

Attachments: Urrutia Amendment No. 3
Scope of Service

AMENDMENT NO. 3
TO AGREEMENT NO. A6262 On-Call Architectural Services
PALM SPRINGS INTERNATIONAL AIRPORT

THIS THIRD AMENDMENT is made and entered into as of the 16th day of July, 2014 (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 Design and Engineering Services to the Airport Terminal heating and ventilation system and the Bono Concourse escalator replacement as described in the proposal from the Consultant dated July 7, 2014.

Task 5 – Design and Engineering Services – HVAC Air Handler replacement study.

Task 6– Design and Engineering Services – Escalator Replacement.

2. The agreement shall allow a total project sum up to \$35,200.00 for professional services relating to the design, construction management and planning of Task 5 and Task 6.

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

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

CITY OF PALM SPRINGS

ATTEST:

a municipal corporation

By: _____

By: _____

City Clerk

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: _____

By: _____

Signature (notarized)

Signature (notarized)

Name: _____

Name: _____

Title: _____

Title: _____

State of _____

State of _____

County of _____

County of _____

On _____ before me, _____

On _____ before me, _____

Personally appeared _____ proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), 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 _____ proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), 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.

WITNESS my hand and official seal.

WITNESS my hand and official seal.

Notary Signature: _____

Notary Signature: _____

Notary Seal:

Notary Seal:



165 Luring Drive
Palm Springs, CA 92262
760.327.6800
760.327.6813 fax

design@urrutiaarchitects.com

July 7, 2014

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 – HVAC Air Handler Replacement Study.

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 evaluation and study of the existing HVAC Air Handlers located within the main the main airport terminal.

Scope of Work

The following summarizes our understanding of the scope of work. The main airport terminal contains eight air handlers of various sizes in locations throughout the terminal. These units are suffering from old age and inefficiency and may need to be replaced or refurbished. A detailed evaluation will be made of each of the units.

We are assuming that the project will be subject to review by only the following agencies/departments:

- o City of Palm Springs Airport

Scope of Services

Based on the above Scope of Work, Urrutia Architects will provide Architectural and Engineering Services to include the following:

- Architectural
- Mechanical Engineering

A. Pre-Design/Site Analysis Phase:

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

- Initial preparation shall include review of existing construction documents and record drawings furnished by the City or airport. A subsequent site visit shall be conducted to document all air handler equipment, including serial numbers, make, and size, components, and maintenance record. The documentation shall include listing of faulty components and the status of each unit or component with regard to expected life. After compiling all the data for each unit, a recommendation shall be made for each unit covering replacement or refurbishment of components, or the entire unit.
- The study will include recommendations for replacement or refurbishment of the units. Implementation of the recommendations are not a part of this study but can be provided if requested by the Airport as an additional service.

B. Proposed Compensation

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

A total fixed cost of **\$7,800.00**, plus reimbursable expenses.

A. Pre-Design/Site Analysis Phase:

A fixed sum of **\$ 7,800.00**, 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,

HVAC Air Handler Replacement Study
Palm Springs International Airport
Palm Springs, CA
July 7, 2014

We are proposing an estimated budget of \$500.00 for reimbursable expenses.

Assumptions include the following:

- The City or Airport shall provide the Architect with copies of "as built" drawings, 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.

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, FARA

President

California License # C7467



165 Luring Drive
Palm Springs, CA 92262
760.327.6800
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design@urrutiaarchitects.com

July 7, 2014

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 – Escalator Replacement.

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 replacement of the two existing escalators located at the Bono Terminal.

Scope of Work

The following summarizes our understanding of the scope of work. The Bono Terminal has two existing escalators that connect the terminal with the main terminal. Due to continued maintenance reasons, the airport would like to upgrade and modernize the existing KONE escalators. The intent will be to leave the existing metal truss in place and to replace the balance of the units with a new "modernization" package that will address better efficiency, current code requirements, upgraded safety features, and long term low maintenance.

We are assuming that the project will be subject to review by only the following agencies/departments:

- o City of Palm Springs Airport
- o City of Palms Spring Building Department

Scope of Services

Based on the above Scope of Work, Urrutia Architects will provide Architectural and Engineering Services to include the following:

- Architectural
- Electrical Engineering

A. Pre-Design/Site Analysis Phase:

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

- Initial preparation 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 and to obtain equipment data and specifications on the existing escalators.

B. 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 will prepare documents that will reflect the "modernization" package requirements for the escalators. Modernization specifications will follow recommended specifications/guidelines that can be met by any of the four major escalator companies:

- OTIS
- Schindler
- ThyssenKrupp
- Kone

b. Urrutia Architects and their consultant shall prepare construction documents, 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 Plan, including temporary construction phasing.
- Remodel escalator plan.
- Electrical demolition plan and remodel plan.
- Specifications book prepared in CSI format.
- Attend meetings as required.

C. Bidding Phase:

a. Urrutia Architects shall assist the airport in soliciting and obtaining bids from the major escalator companies for this project as an overall single project through the public noticing process. During the course of the bidding process, the architect shall prepare and issue addenda as necessary to

the bidders, respond to bidders' RFI's, review bids, and make final recommendations to airport executive director approval.

D. 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 contractors.
- Review submitted changes in construction and 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.
- All tests and state inspections will be furnished and provided by the escalator company as a part of the modernization package

E. Proposed Compensation

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

A total fixed cost of **\$25,800.00**, plus reimbursable expenses.

A. Pre-Design/Site Analysis Phase:

A fixed sum of **\$ 1,800.00**, plus reimbursable expenses.

B. Construction Document Phase:

A fixed sum of **\$17,000.00**, plus reimbursable expenses.

C. Bidding Phase:

A fixed sum of **\$ 1,000.00**, plus reimbursable expenses.

D. Construction Administration Phase:

A fixed sum of **\$5,200.00**, 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 \$1100.00 for reimbursable expenses.

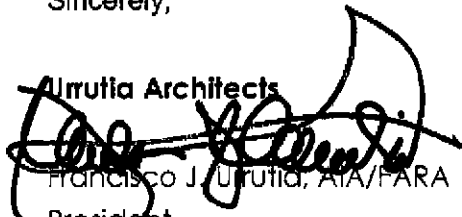
Escalator Replacement
Palm Springs International Airport
Palm Springs, CA
July 7, 2014

Assumptions include the following:

- The City or Airport shall provide the Architect with copies of "as built" drawings, 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.

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