



## CITY COUNCIL STAFF REPORT

DATE: October 15, 2014 CONSENT AGENDA

SUBJECT: POLICE DEPARTMENT REMODEL DESIGN SERVICES AMENDMENT  
NO. 2 – REPORT WRITING AND DISPATCH ROOMS

FROM: David H. Ready, City Manager

BY: Special Projects Coordinator

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### SUMMARY

The proposed action would approve a design services amendment to include the Report Writing Room, Dispatch Center and other miscellaneous items in the Police Department remodel project.

### RECOMMENDATION:

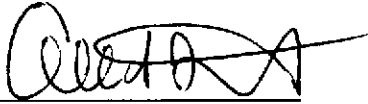
1. Approve Amendment No. 2 to Agreement No. A6465, with Urrutia A.I.A. and Associates, Inc., to add architectural and engineering design services for the remodel of the Report Writing Room, Dispatch Center and other miscellaneous items to the Police Department remodel project.
2. Authorize the City Manager to execute all necessary documents.

### STAFF ANALYSIS:

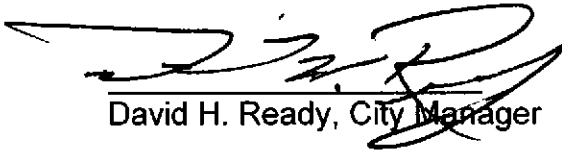
Local architect Frank Urrutia is under contract to develop plans and specifications for the remodel of the Police Department Training Center, Records Office, Main Lobby and Detective Bureau. As that project has moved forward it was determined that additional remodel work was also needed in the officer's report writing room, the dispatch center and other miscellaneous areas of the building. The architect was asked to provide a proposal for that work and a copy of that proposal is attached as part of the proposed amendment. Total cost of this additional assignment comes to \$28,550 bringing the entire project design cost to \$133,050.

FISCAL IMPACT:

Funds for this additional design work are available in Measure "J" account 260-4500-59444.



Allen F. Smoot, Special Projects Coordinator



David H. Ready, City Manager

Attachments:

1. Amendment/Proposal

**AMENDMENT NO. 2  
TO AGREEMENT NO. A6465  
ARCHITECTURAL DESIGN SERVICES**

THIS SECOND AMENDMENT TO Agreement No A6465 for consulting services, (herein "Amendment") made and entered into on the \_\_\_\_ day of \_\_\_\_\_, 2014, by and between the CITY OF PALM SPRINGS (herein "City") and URRUTIA A.I.A. AND ASSOCIATES, INC. (herein "Consultant") is hereby amended effective \_\_\_\_\_ as follows:

**RECITALS**

WHEREAS, City and Consultant entered into that certain Architectural Design Services Agreement No. A6465 for the Design Services related to the Police Department Remodel ("Agreement"), as duly amended from time to time; and

WHEREAS, the parties wish to amend the Agreement to add additional design services related to consolidation of files, the records break room, dispatch center, new data room and sanitary facilities in training center, and for temporary facilities planning for construction period needs; and

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

Section 1. Scope of Services is hereby amended by adding:

- a) Design services for remodel of the Records break area and consolidation of existing files; and
- b) Design services to add a double door beyond the interview rooms; and
- c) Design services related to remodel of the Report Writing Room; and
- d) Design services related to the remodel of the Dispatch Center; and
- e) Design services to develop a new data room in the Training Center; and
- f) Design services to add a new sink and plumbing in the Training Center; and
- g) Design services related to temporary facilities for construction period coordination.

All as more specifically described in Proposals dated September 29, 2014 and

Section 2. Exhibit "D" Schedule of Compensation is hereby amended to add a Task 5, Miscellaneous Projects, as follows:

<u>Tasks from Proposals</u>	<u>Cost</u>
Break Room/Files/Report Writing/Dispatch	\$12,900
Training Center Data Room/Sink	\$ 6,000
Temporary Facilities	<u>\$ 8,650</u>
Total	\$27,550
Reimbursable Expenses	<u>\$ 1,100</u>
Total Amendment	\$28,550

MAXIMUM TOTAL CONTRACT \$133,050

Section 3. Timeline shall remain unchanged.

Section 4. Full Force and Effect: 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 the Amendment as of the date first written above.

ATTEST:

CITY OF PALM SPRINGS  
A municipal corporation

\_\_\_\_\_  
City Clerk

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

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney

CONTRACTOR: Check One:  Individual  Partnership  Corporation

URRUTIA A.I.A. AND ASSOCIATES, INC.

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

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



165 Luring Drive  
Palm Springs, CA. 92262  
760.327.6800  
760.327.6813 fax  
design@urrutiaarchitects.com

**ADDITIONAL WORK AUTHORIZATION**

Job No. 1358.00

Date of this authorization is: **September 29, 2014**

In accordance with the written Agreement dated as of 11/19/2013, between **URRUTIA ARCHITECTS** and **CITY OF PALM SPRINGS** for the following project:

**Palm Springs Police Department – Training Center  
200 S. Civic Drive  
Palm Springs, CA**

The Owner hereby authorizes the Architect to:

- Proceed with Additional Services
- Proceed with revised Scope of Services
- Incur Reimbursable Expenses

Described as follows:

1. **Extend the Scope of Work to include the new Data Room. Includes coordination with IT consultant; and mechanical and electrical engineering for new dedicated fan coil unit.**
2. **Extend the Scope of Work to include new sink cabinet and plumbing. Includes plumbing engineering.**

Compensation shall be based on the following:

- **A fixed cost of \$6,000.00, plus reimbursable expenses.**

No work shall commence until this Authorization has been executed and returned. Upon return of fully executed Authorization, this Authorization shall become a part of the Agreement identified above.

APPROVED BY OWNER  
City of Palm Springs

APPROVED BY ARCHITECT  
URRUTIA ARCHITECTS

\_\_\_\_\_  
Date

\_\_\_\_\_  
Francisco J. Urrutia, FARA September 29, 2014  
President  
License #C7467



165 Luring Drive  
Palm Springs, CA, 92262  
760.327.8800  
760.327.6613 fax  
design@urrutiaarchitects.com

**ADDITIONAL WORK AUTHORIZATION**

Job No. 1356.00

Date of this authorization is: **September 29, 2014**

In accordance with the written Agreement dated as of 11/19/2013, between **URRUTIA ARCHITECTS** and **CITY OF PALM SPRINGS** for the following project:

**Palm Springs Police Department – Records and Lobby  
200 S. Civic Drive  
Palm Springs, CA**

The Owner hereby authorizes the Architect to:

- Proceed with revised Scope of Services

Described as follows:

- 1. Extend the Scope of Work to include the new Break Room which is the current file room. Consolidate all files including existing files in other locations within the building and outside of the building into a single file room with high density files storage systems. Includes new structural design, calculations, and details for reinforcing beam and column connections to support additional file loads.**
- 2. Extend the Scope of Work to include adding a double door beyond the Interview Rooms. Rework the storefront system for the last Interview Room.**
- 3. Extend the Scope of work to include the existing Records Room. New space plan, finishes, electrical/data, and cabinetry for this room.**
- 4. Extend the Scope of work to include the existing Dispatch Room. New space plan, finishes, electrical/data, and cabinetry to accommodate new consoles.**
- 5. Design and incorporate temporary entrance into existing Jail area to be constructed with wood framing, siding, lighting, and wall HVAC unit. Add temporary wall and door into interior area. Add to specifications for temporary construction and removal at completion of work.**

Compensation shall be based on the following:

- A fixed cost of \$21,550.00, plus reimbursable expenses.**

No work shall commence until this Authorization has been executed and returned. Upon return of fully executed Authorization, this Authorization shall become a part of the Agreement identified above.

APPROVED BY OWNER  
City of Palm Springs

APPROVED BY ARCHITECT  
URRUTIA ARCHITECTS

\_\_\_\_\_ Date

\_\_\_\_\_  
Francisco J. Urrutia, FARA September 29, 2014  
President  
License #C7467