



## City Council Staff Report

Date: November 4, 2015 CONSENT CALENDAR

Subject: APPROVAL OF AMENDMENT NO. 1 IN THE AMOUNT OF \$25,000 TO CONSULTING SERVICES AGREEMENT NO. 6757 WITH INTERACTIVE DESIGN CORPORATION FOR THE FIRE STATION NO. 4 REHABILITATION, CITY PROJECT NO. 15-25

From: David H. Ready, City Manager

Initiated by: Public Works & Engineering Department

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### SUMMARY

Approval of Amendment No. 1 revises the scope of work to include architectural services to prepare specifications for abatement of the interior of Fire Station No. 4 (inclusive of all interior drywall, ductwork and insulation) for an additional cost not to exceed of \$25,000.

### RECOMMENDATION:

- 1) Approve Amendment No. 1 to Agreement No. 6757 in the amount of \$25,000 for a total amount of \$43,800 with Interactive Design Corporation for the Fire Station No. 4 Rehabilitation, City Project No. 15-25; and
- 2) Authorize the City Manager to execute all necessary documents.

### BACKGROUND:

On September 28, 2015, the City Manager approved a Consulting Services Agreement (A6757) in the amount of \$18,800 with Interactive Design Corporation ("IDC") to initiate review of the existing condition of Fire Station No. 4 located at 1300 S. La Verne Way. The scope of the Agreement included "Phase I – Investigation" which includes the following services:

- Research of Building
- Review existing information including original construction documents, repair reports and documents, material and air quality testing reports, and any and all other information related to current conditions, historic conditions and repairs, and maintenance reports

- Conduct field investigation of building as it is, including the areas where City maintenance staff has recently removed and replaced drywall
- Review roof and exterior detailing and damage
- Review original structural design and existing conditions of structural components
- Identify areas/locations with the building for selective demolition to reveal underlying conditions
- Code context – meet with Chief Building Official to review how current Code may impact remedial work
- Preliminary assessment and report – document existing conditions with field observations and notes, photographs and sketch/details

An aerial photo of Fire Station No. 4 is provided in Figure 1:

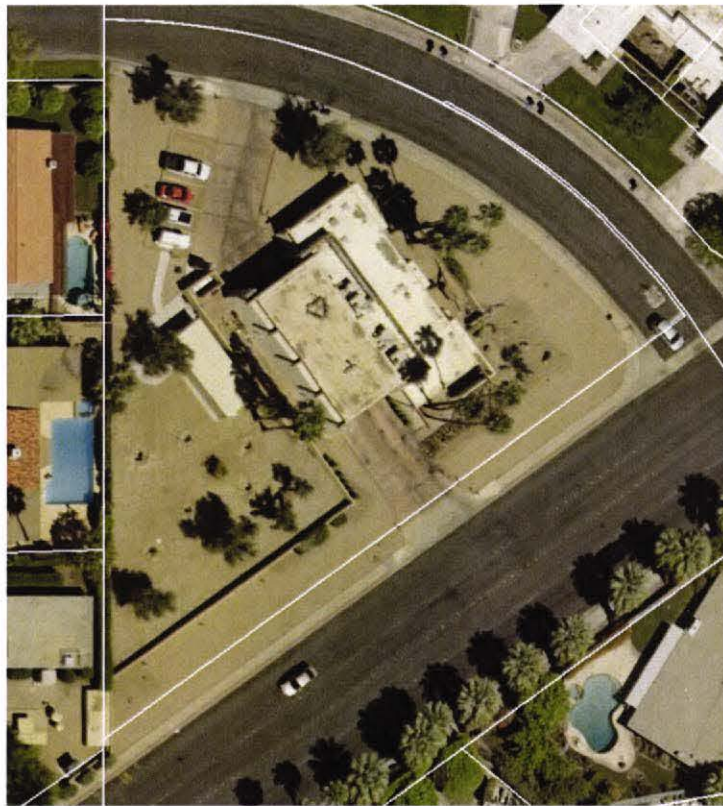


Figure 1

IDC has completed its Phase 1 investigation of Fire Station No. 4, and the results of the review identify remedial work that should be completed, and future rehabilitation efforts required to ensure this critical facility meets current Building Codes. A copy of IDC's report is included as **Attachment 1**.

Fire Department personnel stationed at Fire Station No. 4 are currently being temporarily housed in a trailer that has been acquired for interim use while the investigations and remedial work is completed. As noted in IDC's report, the following process for rehabilitation of Fire Station No. 4 is envisioned:

1. Contract with a licensed abatement contractor to remove all interiors (drywall, existing ductwork and insulation)
2. Document the “as-built” conditions
3. Design the upgrade/remodel and prepare Construction Documents
4. Contract for construction of upgrade/remodel
5. Re-occupy the building

Approval of Amendment No. 1 to the Agreement with IDC will allow staff to proceed with preparation of contract specifications for the abatement of the existing building, identified as step 1 in the processed outlined above. A copy of Amendment No. 1 is included as **Attachment 2**.

The estimated cost of the abatement work is \$75,000; a construction contract for the abatement work will be presented for City Council for consideration of award in January 2016. Following completion of the abatement work, staff will coordinate with IDC to review the “as-built” conditions and obtain a proposal for preparation of construction documents for the required upgrade and remodel, which will be presented to City Council for its consideration at a future date.

#### ENVIRONMENTAL IMPACT:

Section 21084 of the California Public Resources Code requires Guidelines for Implementation of the California Environmental Quality Act (“CEQA”). The Guidelines are required to include a list of classes of projects which have been determined not to have a significant effect on the environment and which are exempt from the provisions of CEQA. In response to that mandate, the Secretary for Resources identified classes of projects that do not have a significant effect on the environment, and are declared to be categorically exempt from the requirement for the preparation of environmental documents. In accordance with Section 15301 “Existing Facilities,” Class 1 projects consist of interior or exterior alterations involving such things as interior partitions, plumbing, and electrical conveyances; therefore, the Fire Station No. 4 Rehabilitation, City Project No. 15-25, is considered categorically exempt from CEQA, and a Notice of Exemption will be prepared and filed with the Riverside County Clerk prior to initiation of any construction.

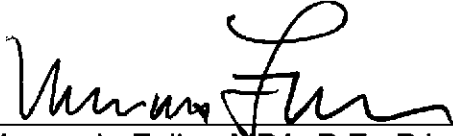
#### FISCAL IMPACT:

This project is currently being funded through the General Fund. Sufficient funds are available in the General Fund account 001-3520-59483 for approval of Amendment No. 1 in the amount of \$25,000.

As noted in IDC’s report, the full cost of rehabilitating Fire Station No. 4 is estimated at \$1.2 Million. Staff will review and identify alternatives for funding this work for the City Council’s consideration at the time a construction contract is presented for its consideration.

SUBMITTED

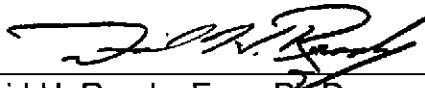
Prepared by:



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Marcus L. Fuller, MPA, P.E., P.L.S.  
Assistant City Manager/City Engineer

Approved by:



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David H. Ready, Esq., Ph.D  
City Manager

Attachments:

1. IDC Report
2. Amendment No. 1

# **Attachment 1**



# PROJECT RECORD

INTERACTIVE DESIGN CORPORATION

ARCHITECTS +

199 S. Civic Drive, Suite 10  
Palm Springs, California 92262

T: (760) 323-4990 F: (760) 322-5308  
mail@interactivedesigncorp.com

DATE 21OCT2015

TO Marcus Fuller, Assistant City Manager  
VIA hand delivery  
FROM Reuel Young  
PROJECT IDC No. 1505  
SUBJECT Assessment Report for FS #4

Page 1 of 70

## DISTRIBUTION

We are proceeding with development of the above referenced project in accordance with our understanding of the material/issues noted below. Unless we receive written clarification or amendment by the third business day from the date of this project record, the following will be considered as confirmed instruction and understanding. ©

Fax :

## BUILDING SYSTEMS ASSESSMENT OF FIRE STATION #4

### EXECUTIVE SUMMARY

#### EXISTING BUILDING ASSESSMENT

The building is 45 years old, and has served the community well. It was built well before current building standards and codes in terms of its structural, mechanical, plumbing and electrical systems, and to continue to serve the community an upgrade of those systems is necessary.

Attached are three reports from our consultants describing the elements that are not in compliance with the current California Building Codes (Structural, Mechanical and Electrical and Energy/Green).

In addition, certain functional standards for fire stations have also evolved and are not adequately served by the current floor plan. The most evident is the lack of separation of crew quarters for men and women, and the "open dorm" arrangement for sleeping. This can be relatively easily addressed by converting the "Captain's Quarters" into female quarters, and constructing partitions within the dorm room. Furthermore, the "back-of-house" elements related to personal laundry and turnout gear cleaning need to be updated.

The recommended process, probable time frame and costs are summarized below and expanded upon in the attachments.

#### PROCESS

1. Contract with a licensed abatement contractor to essentially gut the interiors (remove all drywall, all existing ductwork, and insulation.)
2. Document the "as-built" conditions.
3. Design the upgrade/remodel and prepare Construction Documents.
4. Contract for construction.
5. Re-occupy the station.



## I N T E R A C T I V E   D E S I G N   C O R P O R A T I O N

### TIMEFRAME

1. The elapsed time for abatement, as-builts, design/construction document preparation will be approximately one year.
2. Permitting, contract negotiations and construction will be approximately one year.
3. Move-in will be approximately September 2017.

### COSTS

1. Construction costs will be approximately one million dollars.
2. Soft costs (design, testing and construction administration) will be approximately \$200,000.

Respectfully submitted,

Reuel Young

### Attachments:

Schematic Schedule (IDC)

Schematic Statement of Probable Costs (IDC)

Structural System Assessment (Tang Structural Engineering)

Mechanical and Energy Systems Assessment (EquitySpec MEP)

Electrical System Assessment (MRC Engineering)

Schematic Cost Proposal for Abatement (Brickley Environmental)

**PALM SPRINGS FIRE STATION #4**  
**REPAIR AND REMODEL SCHEMATIC SCHEDULE**  
 21OCT15

		2015			2016												2017											
		OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
<b>PHASE/TASK</b>																												
1	ASSESSMENT	█																										
2	SPECS/BID/CONTRACT: ABATEMENT		█	█	█																							
3	ABATEMENT WORK					█																						
4	AS-BUILT DOCUMENTATION & PROGRAMMING						█																					
5	DESIGN						█	█																				
6	CONSTRUCTION DOCUMENTS								█	█	█																	
7	PLAN CHK/PERMITTING											█	█															
8	BIDDING/CONTRACT												█	█	█	█												
9	CONSTRUCTION																█	█	█	█	█	█	█	█	█	█	█	█
10	MOVE IN																											█



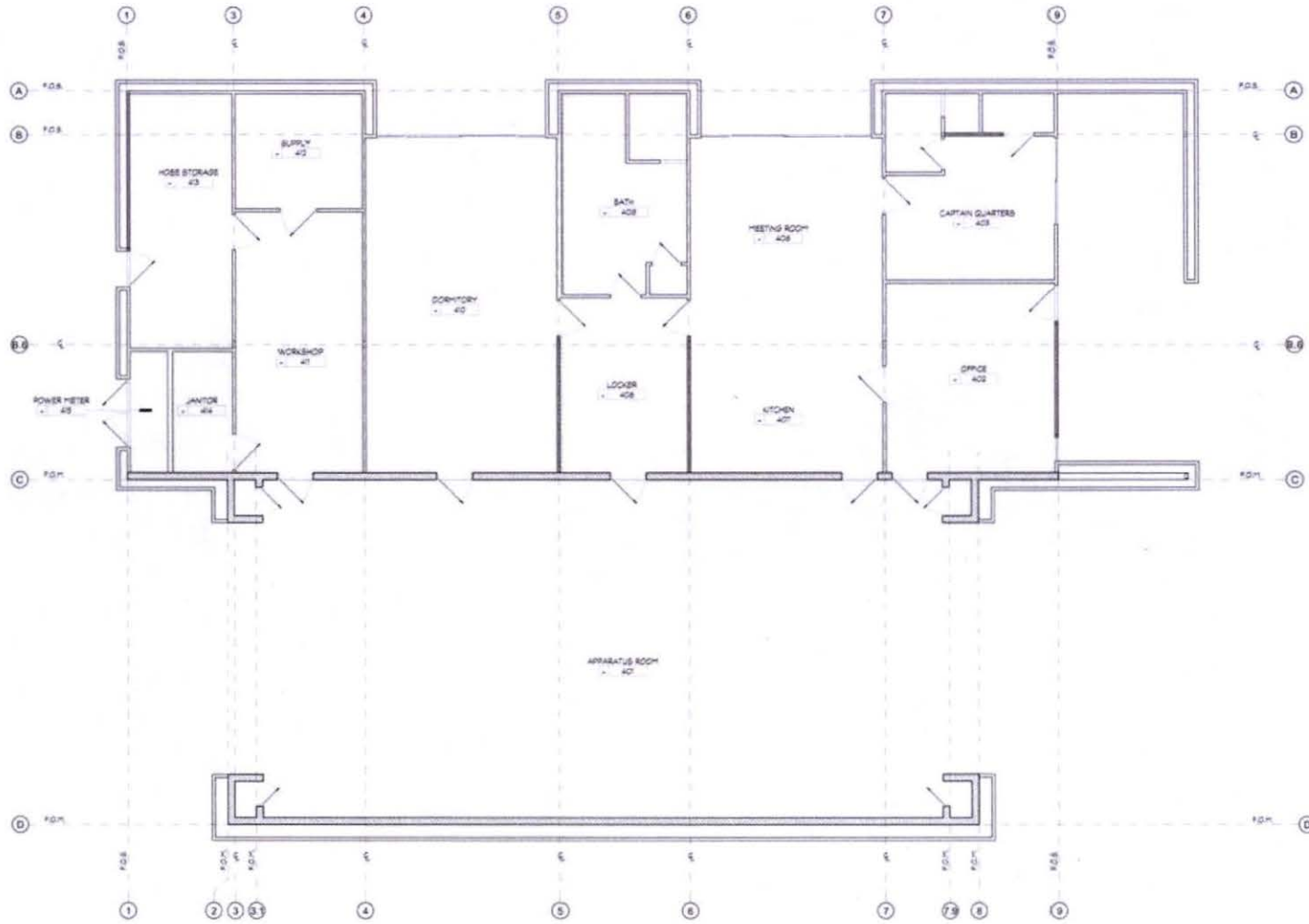
CITY OF PALM SPRINGS FIRE STATION #4

**REPAIR AND REMODEL**

25OCT15

SCHEMATIC PROJECT BUDGET		COMMENTS
ABATEMENT	75,000	
CONSTRUCTION		
STRUCTURE	100,000	
EXTERIORS (GENERAL)	10,000	
WINDOWS	20,000	
ROOF REPAIR	10,000	
ROOF - REMOVE DRAINS; ADD SLOPED RIGID/GUTTERS		
REPAIR BEAMS	10,000	
PAINT	8,000	
INTERIORS - CREW QUARTERS		
DRYWALL & PAINT WALLS & CEILING; 10K SF @ \$4/sf	40,000	
INSULATION	10,000	
CABINETS & FINISHES	18,000	
KITCHEN	25,000	
MISCELLANEOUS	30,000	
RECONFIGURATION FOR SLEEPING AND WOMENS	20,000	
INTERIORS - APPARATUS BAY		
DRYWALL & PAINT WALLS & CEILING; 5K SF @ \$2.50/sf	7,500	
MISCELLANEOUS	10,000	
MECHANICAL (ONE NEW UNIT ALREADY PUCHASED)		
NEW UNIT	8,000	
NEW DUCTWORK	12,000	
EXHAUST FANS AND RELIEF VENTS	3,000	
PLUMBING		
STORM DRAIN & SEWER (abandon and new)	15,000	
ROOF DRAINS 16 @ 500	10,000	
ABANDON DRAINS ADD SLOPED RIGID AND GUTTERS		
FIXTURES 10 @ 1200	12,000	
SHOWERS	4,000	
RE-PIPE WITH COPPER	20,000	
ELECTRICAL (\$15/sf)	75,000	
EMERGENCY GENERATOR	60,000	
SITE		
STORM DRAIN SAND/WATER SEPARATOR	25,000	
GENERAL	15,000	
	subtotal hard costs	652,500
GENERAL CONTRACTOR		
GENERAL CONDITIONS @ 5%	32,625	
OVERHEAD AND PROFIT @ 18%	117,450	
	subtotal hard costs plus GC	802,575
CONTINGENCY @ 20%	160,515	
	project budget	963,090





# Palm Springs Fire Station No. 4

1300 LA VERNE WAY, PALM SPRINGS, CA 92264

EXISTING CONDITIONS  
SCALE 3/16" = 1'-0"

INTERACTIVE DESIGN CORPORATION  
199 S. CIVIC DRIVE, SUITE 10, PALM SPRINGS, CA 92262  
1.760.333.4990



1505  
21OCT15

# **Attachment 2**

AMENDMENT NO. 1 TO PROFESSIONAL SERVICES AGREEMENT NO. 6757  
WITH INTERACTIVE DESIGN CORPORATION  
FIRE STATION NO. 4 REHABILITATION  
CITY PROJECT NO. 15-25

The following articles of Agreement No. 6757 are hereby amended to read as follows:

SECTION 3.1 Maximum contract amount is increased by \$25,000, and the total amount of compensation is amended to \$43,800.

SCOPE OF SERVICES (Exhibit "A") - Exhibit "A" is amended as follows:

Add the following Phase II scope of work:

*Phase II – Preparation of Abatement Specifications*

*Preparation of contract specifications and exhibits as necessary to obtain public bids for removal of all interior improvements, including removal of drywall, all existing ductwork, and insulation.*

The Compensation identified on Exhibit "A" is hereby amended as follows:

Compensation for Phase II – Preparation of Abatement Specifications shall be hourly based upon the standard rates of the Architect and his Consultants, not to exceed \$25,000.

Total Contract amount is increased by \$25,000 and amended to a total amount of \$43,800.

**PURCHASE ORDER SUMMARY**

Purchase Order Number(s): 16-0418  
Agreement Number: 6757  
Original City Manager Approval: June 22, 2010  
Original Contract Amount:     \$     18,800  
Amount of Prior Increases     \$            0  
Amount of This Increase       \$     25,000  
**Amended Total:**               \$     **43,800**

Account Number:     001-3520-59483

Except as specifically amended by this Amendment No. 1, all terms and provisions of Agreement No. 6757 remain in full force and effect.

ATTEST:

CITY OF PALM SPRINGS,  
a California charter city

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

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

APPROVED AS TO FORM:

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

**CONSULTANT: Interactive Design Corporation**

Check one:  Individual  Partnership  Corporation

Corporations require two notarized signatures: One signature **must** be from the Chairman of Board, President, or any Vice President. The second signature **must** be from the Secretary, Assistant Secretary, Treasurer, Assistant Treasurer, or Chief Financial Officer).

By: Notarized Signature of Chairman of Board, President  
or any Vice President

By: Notarized Signature Secretary, Asst. Secretary,  
Treasurer, Asst. Treasurer or Chief Financial Officer

Name: \_\_\_\_\_

Name: \_\_\_\_\_

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

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