



City Council Staff Report

DATE: February 3, 2016

CONSENT CALENDAR

SUBJECT: APPROVAL OF PLANS, SPECIFICATIONS AND ESTIMATE (PS&E) AND AUTHORIZATION TO BID THE FIRE STATION NO. 4 REHABILITATION (DEMOLITION & ABATEMENT), CITY PROJECT NO. 15-25

FROM: David H. Ready, City Manager

BY: Public Works & Engineering Department

SUMMARY

The construction documents (plans and specifications) have been completed, and in accordance with Section 7.03.040 of the Procurement and Contracting Code the City Council is required to approve and adopt plans, specifications and working details, and authorize the bid request for all public projects in excess of \$100,000. Approval of this action will allow staff to proceed with bidding of this capital project, with an estimated cost of \$110,000.

RECOMMENDATION:

Approve the plans, specifications and estimate and authorize staff to advertise and solicit bids for the Fire Station No. 4 Rehabilitation (Demolition & Abatement), City Project No. 15-25.

STAFF ANALYSIS:

On November 4, 2015, the City Council approved Amendment No. 1 to Agreement No. 6757 in the amount of \$25,000 for a total amount of \$43,800 with Interactive Design Corporation ("IDC") to proceed with the preparation of abatement specifications for the Fire Station No. 4 located at 1300 S. La Verne Way. The scope of services for Amendment No. 1 consists of the preparation of contract specifications and exhibits for the removal of all interior improvements, including removal of drywall, all existing ductwork, and insulation necessary to obtain public bids for the subject project. A copy of the November 4, 2015, staff report is included as **Attachment 1**.

The proposed work includes, but is not limited to: utility coordination; remediation of any remaining asbestos containing materials, lead-based paint, mold, insect and rodent dropping removal and decontamination, and other hazardous building materials;

ITEM NO. 2E

disconnecting and capping of all plumbing, gas lines, waste and water piping, electrical wiring and all other utilities to the source; demolition, removal and disposal of interior drywall, plaster walls, ceilings, and pipe insulation; and any other appurtenant work.

The location of the Project is shown in Figure 1 below and a vicinity map is included as **Attachment 2**.

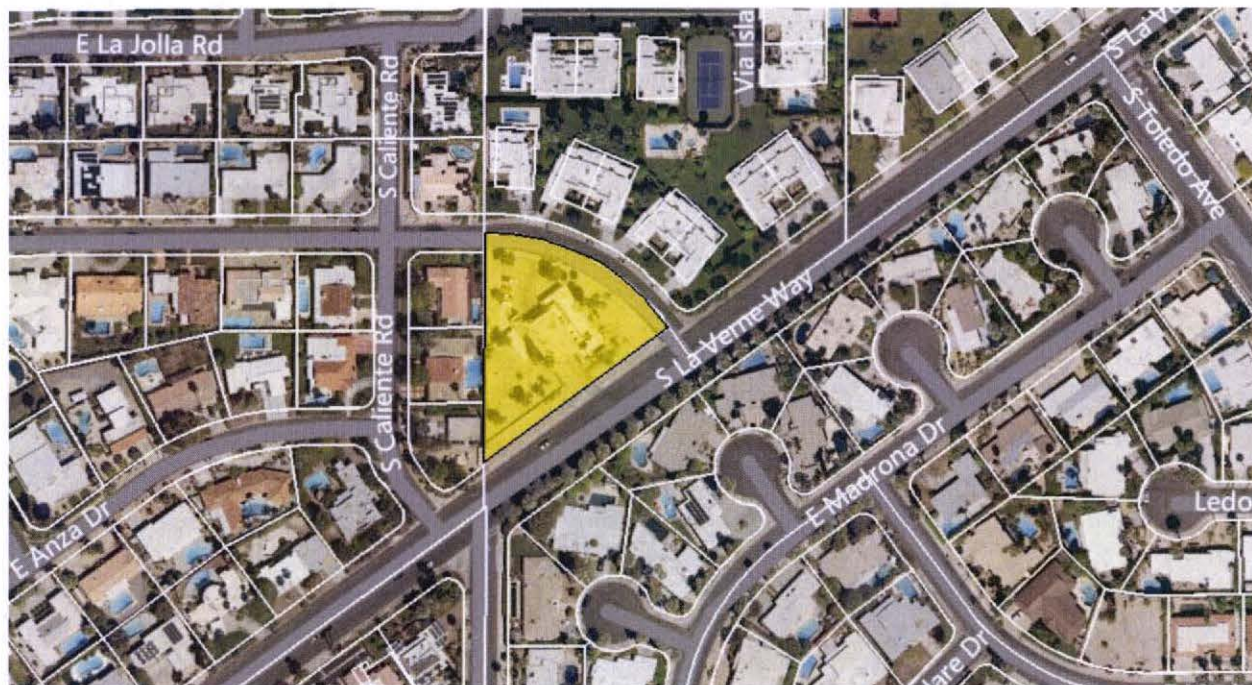


Figure 1

The contract bid documents prepared by IDC are currently under review by the Building Department for compliance with required Building Codes. Staff recommends that, subject to final approval by the Building Official, the City Council approve the plans and authorize staff to formally solicit construction bids for the Project.

With City Council's approval, staff will advertise the project in the *Desert Sun*, submit the Notice Inviting Bids to plan rooms, and provide the bid documents available free of charge to prospective bidders. A copy of the construction drawings and contract specifications for the Project are on file with the Public Works & Engineering Department. The following tentative schedule has been identified for the bid process:

Notice Inviting Bids posted and issued:

Deadline for receipt of bids:

Contract awarded by City Council:

February 11, 2016

3:00 PM, March 17, 2016

April 6, 2016

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 has been prepared and filed with the Riverside County Clerk. A copy of the Notice of Exemption is included as **Attachment 3**.

FISCAL IMPACT:

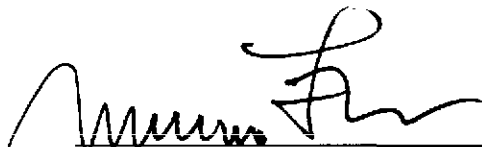
Abatement and rehabilitation of Fire Station No. 4 was an unscheduled capital project, and is currently being funded by the General Fund. As noted in IDC's report, the full cost of rehabilitating Fire Station No. 4 is estimated at \$1.2 Million, with the abatement and demolition phase estimated at \$110,000. 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.

Staff recommends that the City Council authorize bidding of the Project to obtain final costs, allowing staff to identify funding alternatives for City Council consideration at the time a contract is scheduled for award.


SUBMITTED:

Prepared by:

Approved by:



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



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

Attachments:

1. November 4, 2015, City Council staff report
2. Vicinity Map
3. CEQA Notice of Exemption

ATTACHMENT 1



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

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.

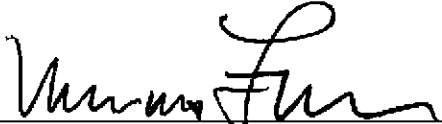
FISCAL IMPACT:

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:



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

Approved by:



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
PHASE/TASK																												
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																											

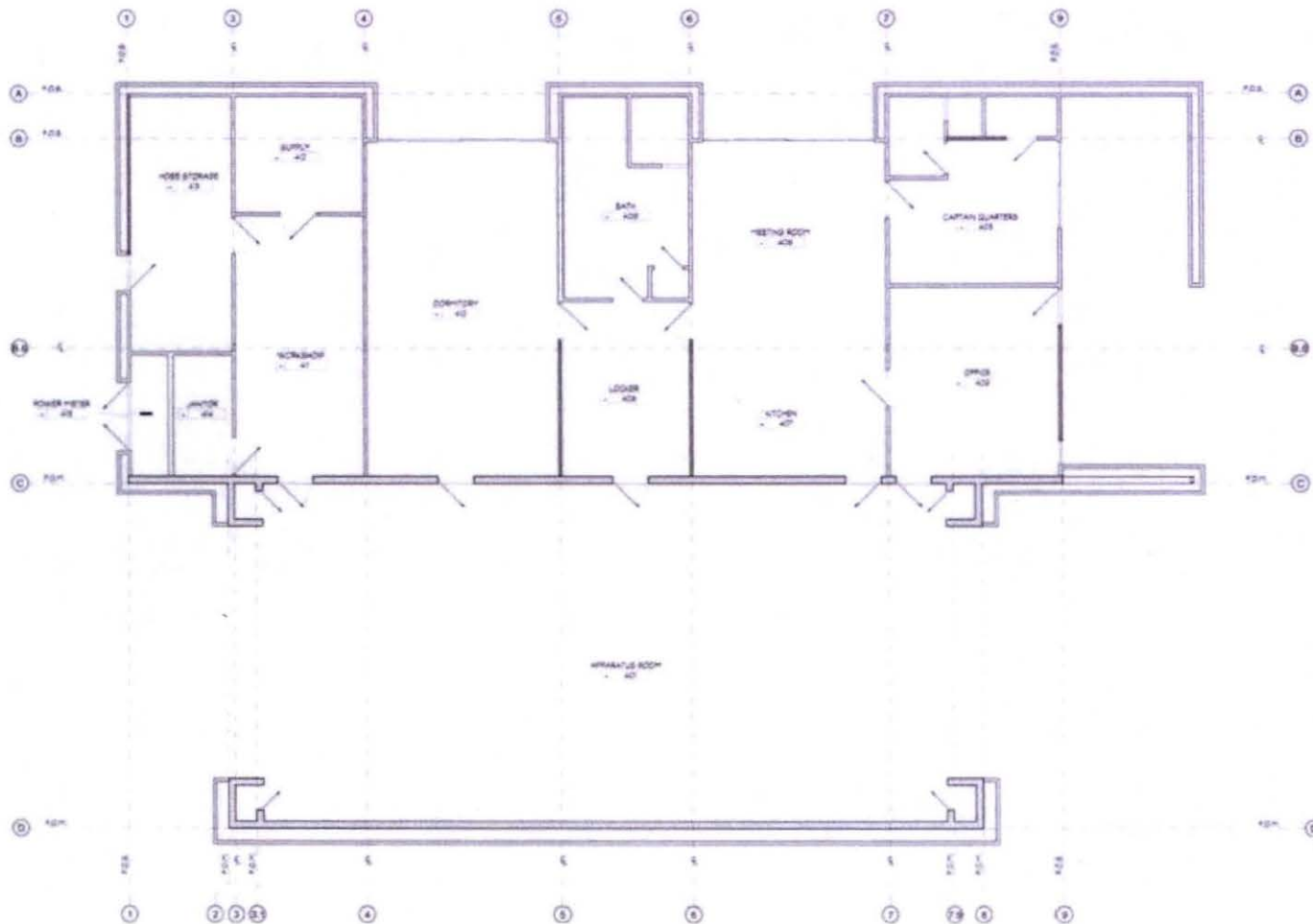


CITY OF PALM SPRINGS FIRE STATION #4

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
1703 15th STREET, SUITE 100 PALM SPRINGS, CA 92262
1.760.289.4490



1505
21 OCT 15

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: _____

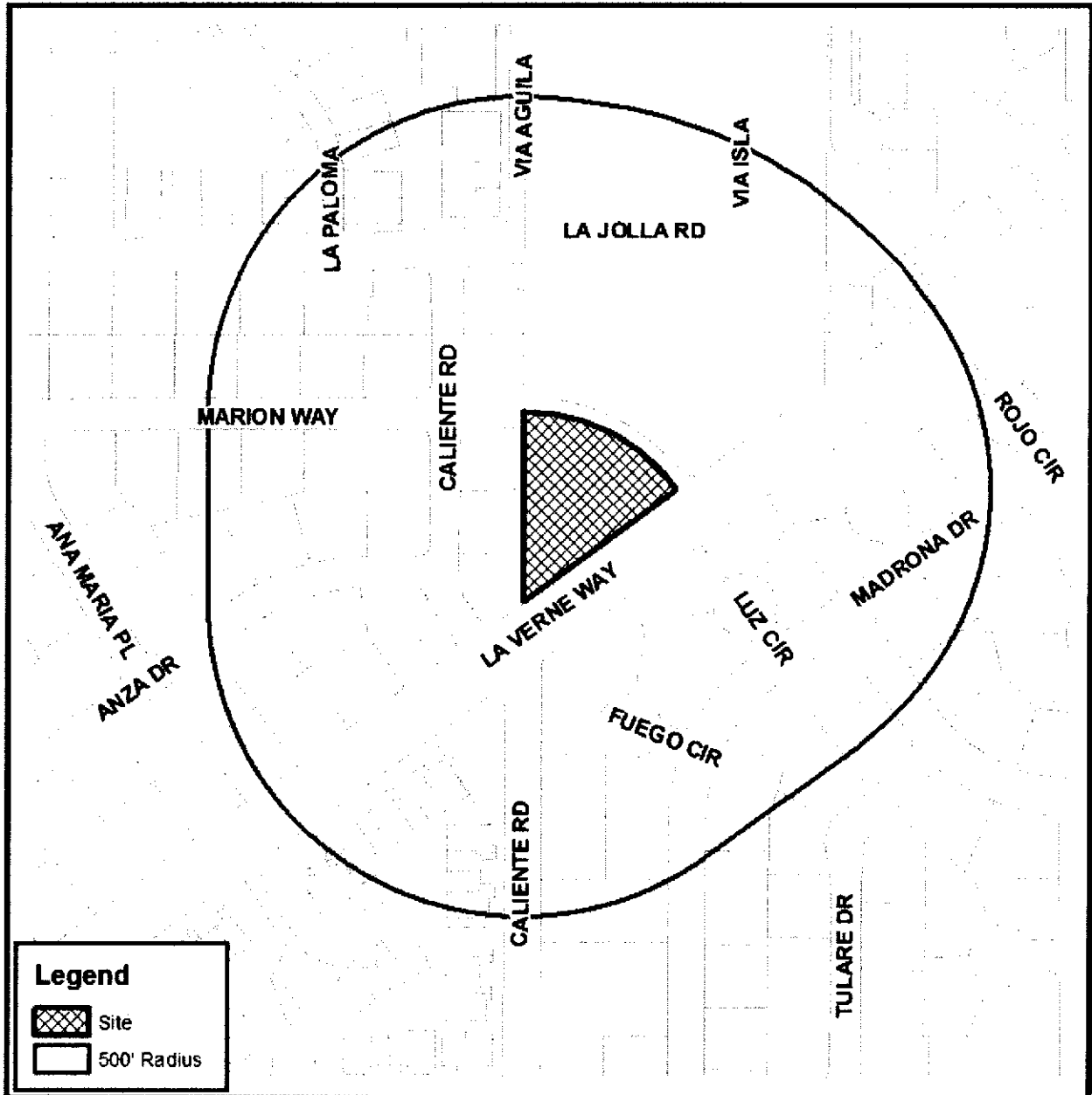
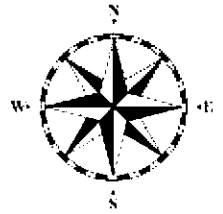
Title: _____

Title: _____

ATTACHMENT 2



Department of Public Works and Engineering
Vicinity Map



CITY OF PALM SPRINGS

ATTACHMENT 3

NOTICE OF EXEMPTION

To: Office of Planning and Research
1400 Tenth Street, Room 121
Sacramento, CA 95814

From: City of Palm Springs
3200 E. Tahquitz Canyon Way
Palm Springs, CA 92262

Clerk of the Board
County of Riverside
P.O. Box 751
Riverside, CA 92502-0751

Project Title: Fire Station No. 4, Rehabilitation, City Project No. 15-25

Project Applicant: City of Palm Springs

Project Location (Specific): Fire Station No. 4 is located at 1300 S. La Verne Way, Palm Springs, CA 92262

Project Location (City): City of Palm Springs

Project Location (County): Riverside

Project Description: The scope of work will include: abatement, removal and disposal (remediation) of asbestos containing materials, lead-based paint and lead containing materials, mold, insect and rodent dropping removal and decontamination, and other hazardous building materials; utility coordination including disconnecting and capping of all utilities; demolition, removal, and disposal of interior drywall, plaster walls, ceilings, and pipe insulation; and the rehabilitation of the public structure.

Name of Public Agency Approving Project: City of Palm Springs

Name of Person or Agency Carrying Our Project: City of Palm Springs, Public Works & Engineering Department
3200 E. Tahquitz Canyon Way, Palm Springs, CA 92262

Exempt Status: (check one)

- Ministerial (Sec. 21080(b) (1); 15268);
- Declared Emergency (Sec. 21080(b) (3); 15269(a));
- Emergency Project (Sec. 21080(b) (4); 15269 (b)(c));
- Categorical Exemption. State type and section number: 15301 Class 1 (a) – Existing Facilities
- Statutory Exemptions. State code number:

Reasons why project is exempt: Class 1 consists of operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographic features, involving negligible or no expansion of use beyond that existing at the time of the lead agency's determination. Interior or exterior alterations involving such things as interior partitions, plumbing, and electrical conveyances. Therefore, the Fire Station No. 4, Demolition and Abatement, City Project No. 15-25, is considered categorically exempt from CEQA.

Lead Agency Contact Person: Marcus L. Fuller Area Code/Telephone/Extension: (760) 322-8380

If filed by applicant:

1. Attach certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the project? Yes No

Signature: 

Date: 1-26-16

Title: Asst. City Manager/ City Engineer

Signed by Lead Agency Signed by Applicant

Authority cited: Sections 21083 and 21110, Public Resources Code
Reference: Sections 21108, 21152, and 21152.1, Public Resources Code.

Date received for filing at OPR: _____