



City Council Staff Report

DATE: May 18, 2016

NEW BUSINESS

SUBJECT: APPROVAL OF AMENDMENT NO. 2 IN THE AMOUNT OF \$206,500 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

BY: Public Works & Engineering Department

SUMMARY

Approval of Amendment No. 2 revises the scope of work to include the final design phase for the Fire Station No. 4 Rehabilitation, City Project No. 15-25, (the "Project"), for an additional cost of \$206,500. The City's Architect, Interactive Design Corporation, recommends that in addition to a complete rehabilitation and remodel of the interior of the existing building, that the City expand the building by approximately 1,200 square feet to provide for separation of sleeping quarters, to provide for separation of a hazardous material and decontamination area, and to better incorporate modifications to the building to comply with American Disability Act (ADA) standards.

RECOMMENDATION:

1. Approve the concept of expanding Fire Station No. 4 by approximately 1,200 square feet to address separation of sleeping quarters, decontamination areas, and general ADA compliance issues, as part of the Fire Station No. 4 Rehabilitation, City Project No. 15-25, with final design review of the expansion subject to the City's Major Architectural Review process;
2. Approve Amendment No. 2 to Agreement No. 6757 in the amount of \$206,500 for a total amount of \$250,300 with Interactive Design Corporation for the Fire Station No. 4 Rehabilitation, City Project No. 15-25, (A6757); and
3. Authorize the City Manager to execute all necessary documents.

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

ITEM NO. 50

Fire Station No. 4 located at 1300 S. La Verne Way. The scope of services for Amendment No. 1 approved by City Council consisted 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 Project. A copy of the November 4, 2015, staff report is included as **Attachment 1**. As noted in the staff report, the following process was identified for the rehabilitation of Fire Station No. 4:

1. Contract with a licensed abatement contractor to remove all interiors (drywall, existing ductwork and insulation) – **this phase is underway**
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

On April 20, 2016, the City Council approved a demolition and abatement agreement with Janus Corporation to execute the demolition and abatement phase of work at Fire Station No. 4, located at 1300 S. La Verne Way. The scope of work comprises the demolition, removal and disposal of interior fixtures and appliances, abatement, removal and disposal (“remediation”) of any hazardous building materials, and appurtenant work. A copy of the April 20, 2016, staff report is included as **Attachment 2**. An aerial photo of Fire Station No. 4 is provided in Figure 1:

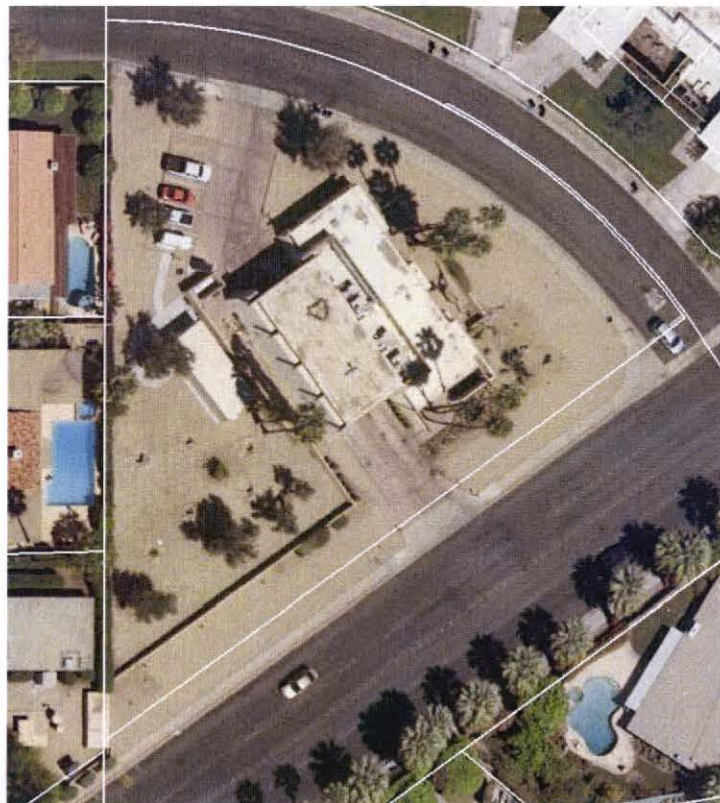


Figure 1

The demolition and abatement phase of the Project will soon commence, and once the entire interior of the building has been demolished, IDC will be able to perform a complete assessment of the building's structure, interior plumbing and electrical systems, and initiate final design of required remodeling to address deficiencies within the building. As noted in the November 4, 2015, staff report, following completion of the abatement work, staff was to coordinate with IDC on a proposal to review the existing condition of the building and to prepare construction documents for the required upgrade and remodel, which was to be presented to City Council for its consideration at a future date.

Retrofit of Existing Building vs. Expansion of Existing Building

Fire Station No. 4 was built in 1972, and has served the community well for 44 years. The basic structure is sound, though the building's systems and interior configuration need to be updated to be able to continue its serviceability. IDC has provided preliminary recommendations on the requirements for a separation of sleeping quarters, for separation of a hazardous materials and decontamination area, and for generally addressing ADA deficiencies within the building. After reviewing the existing building layout, IDC has determined that providing gender-separated sleeping quarters will require a reconfiguration of the interior floor plan; however, reconfiguring options are constrained by the building's structural systems and layout.

In addition to a requirement for gender-separated sleeping quarters, the building requires more space for functional operations related to hazardous materials containment and decontamination, and for storage of associated gear. IDC has also identified other issues to be considered during the programming/schematic design phase of the Project, including:

- A new configuration and plumbing arrangement is being proposed to correct the failed sanitary sewer system (undersized with some portions having been replaced because of corrosion), however, the extent of slab removal is currently not known at this time.
- A need to repair and replace the failed sand/grease separator for the floor drains located in the apparatus bay.
- A need to repair and replace the failed roof drain and storm drain system (clogged by coal tar), and perhaps the galvanized iron water supply piping.
- A new emergency power generator to be located outdoors (which is intended to replace the existing indoor installation that does not meet South Coast Air Quality Management District emissions standards); this new emergency power generator will necessitate a re-configuration of the existing switchgear.
- The structural system will be brought up to current Building Code standards as an essential facility, and the building envelope and building systems related to energy efficiency will be updated.

While it may be possible to accommodate the necessary retrofit, remediation and renovation as noted above within the existing exterior walls of Fire Station No. 4, the costs to retrofit the existing building systems, and the compromises to best-practices in current Fire Station design and operation, may be disproportionate when compared to the greater flexibility and improved design and operation afforded the City by considering an expansion to the existing structure. IDC has recommended, and staff supports, a concept whereby an expansion to Fire Station No. 4 is included as part of the Project. The location of the building on the property provides sufficient area to construct a one-story addition (approximately 1,200 square feet) on the southwesterly side of the building. The addition would allow greater flexibility and efficiency in how the existing building is used, and how new building systems can be most effectively designed. The retrofit with expansion is detailed in Preliminary Scheme Concept #1:

Preliminary Scheme Concept #1

Relocates the crew quarters (sleeping, bathrooms and locker room) into a new building addition located adjacent to the apparatus bay on the south side of the building. This arrangement focuses new construction on the more systems-intensive and spatially more complex residential facility with uni-sex sleeping and bathing quarters. The changes to apparatus support, turn-out de-contamination and cleaning, and storage facilitates take place within the existing footprint. The day room and kitchen also remain in their current location. This layout simplifies the re-work of the existing plumbing/sewer systems. The Preliminary Scheme Concept #1 is shown in the following Figures 2 and 3.

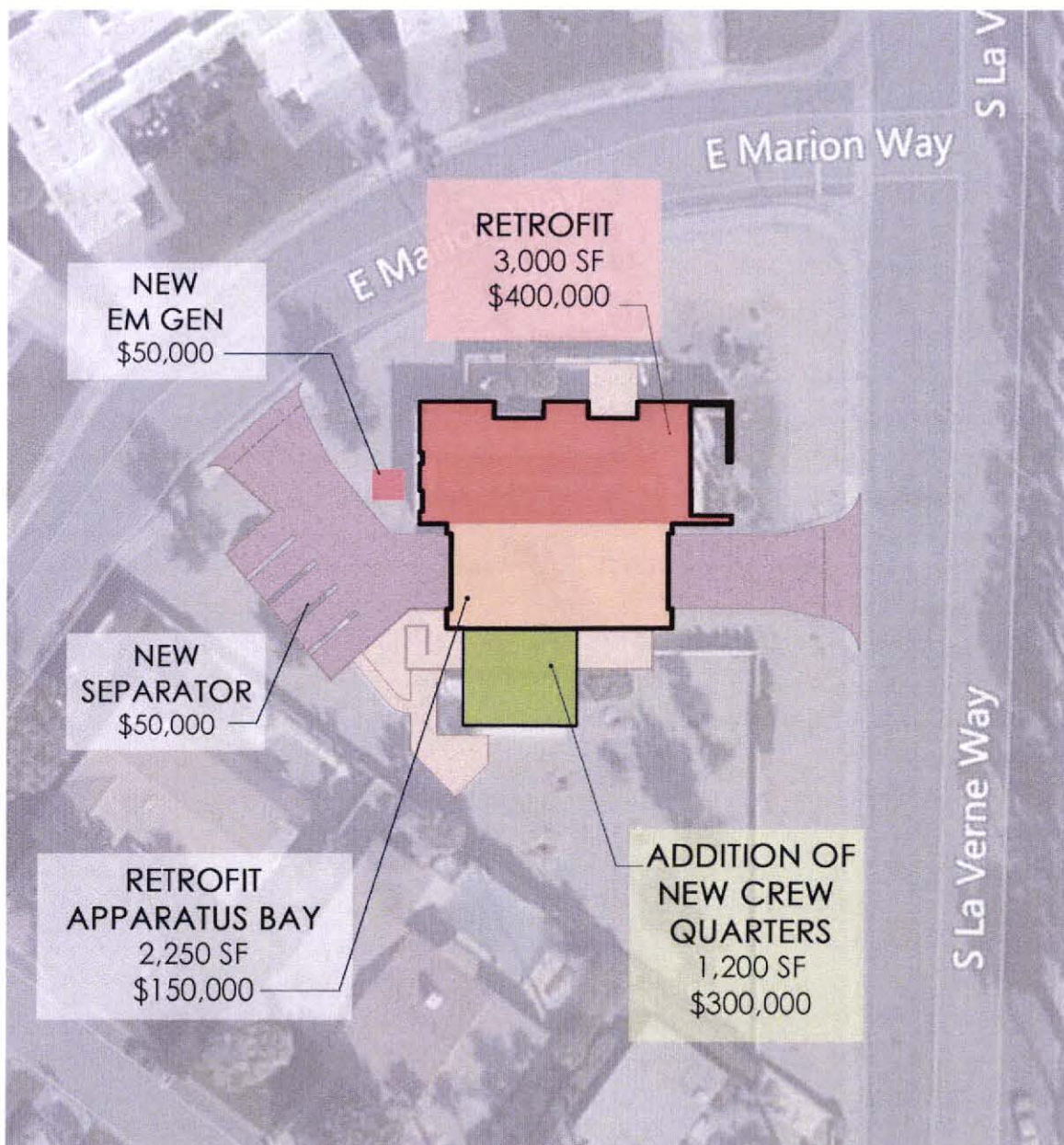


Figure 2
Preliminary Scheme Concept #1 – Site Plan
Retrofit with Addition of New Crew Quarters
Total Construction Estimate: \$950,000

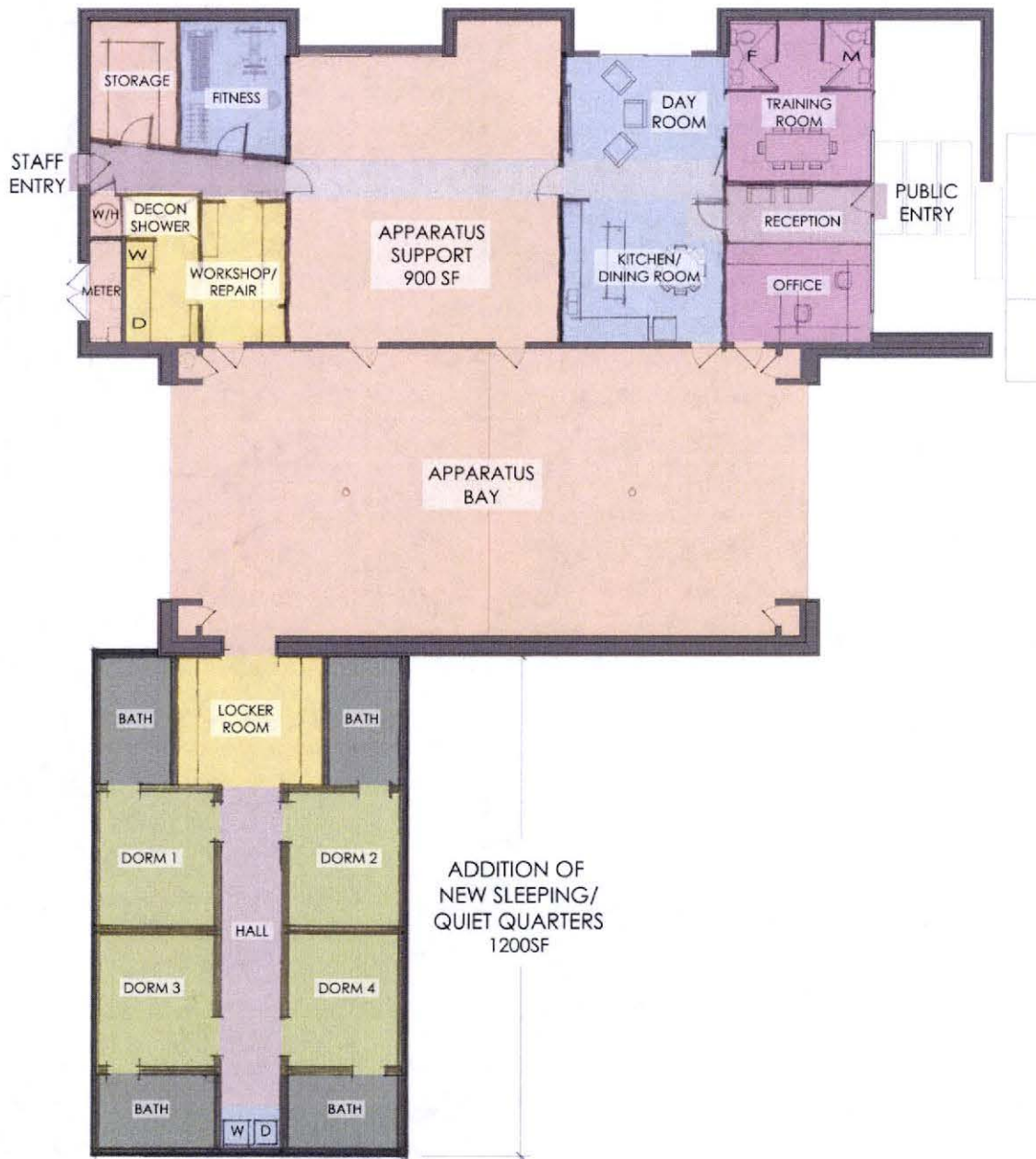


Figure 3
Preliminary Scheme Concept #1 – Floor Plan

Alternatively, if the City Council does not prefer to expand Fire Station No. 4, IDC has identified Preliminary Scheme Concept #2 that will retrofit the existing building to provide all necessary functions within the existing footprint, but will require the highest amount of re-work for the building systems, and would not accommodate a design that allows for operation meeting current best-practices for a Fire Station. A copy of Preliminary Scheme Concept #2 Site and Floor Plan is included as Figures 4 and 5.

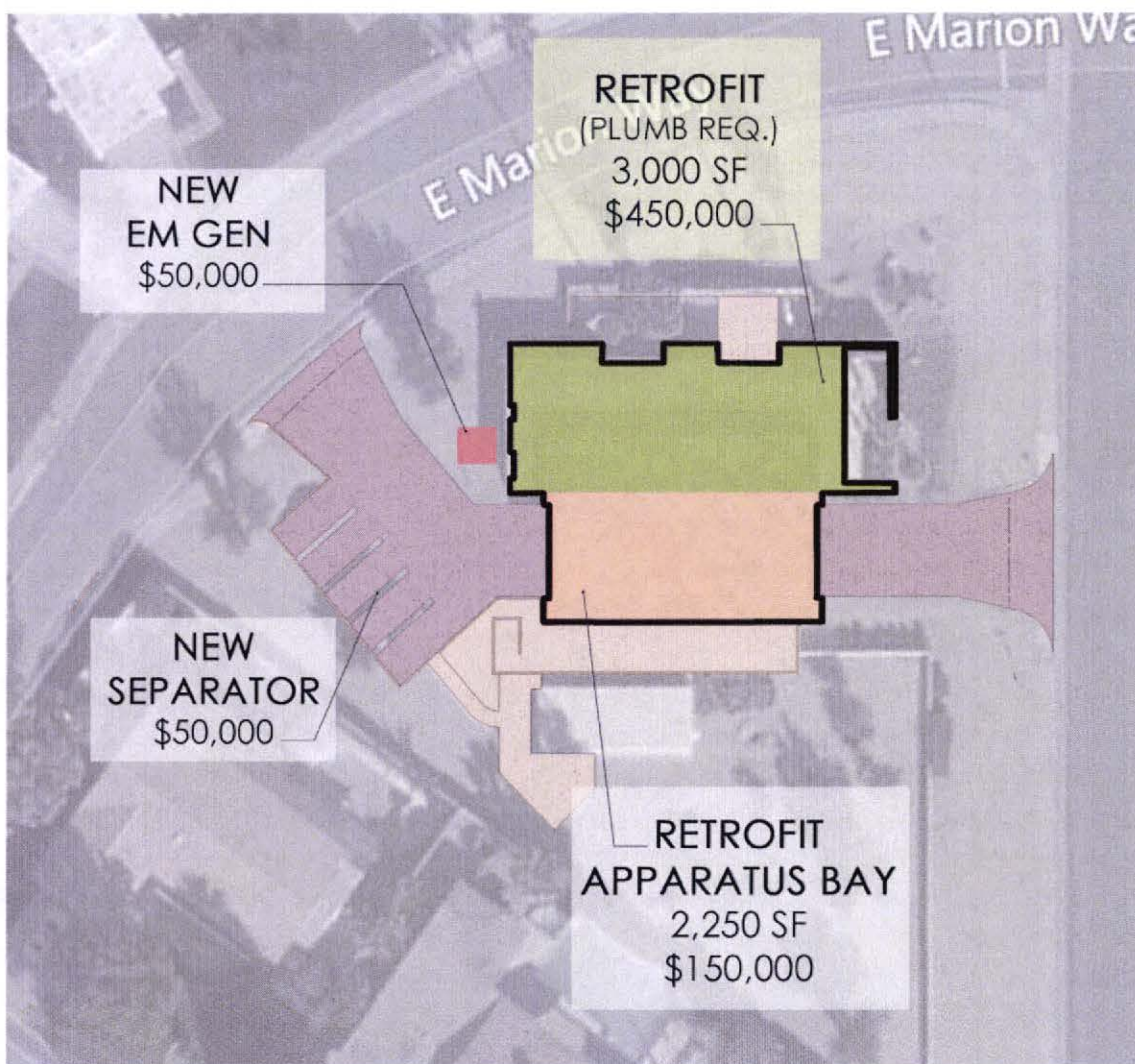


Figure 4
Preliminary Scheme Concept #2 – Site Plan
Retrofit of Existing Building
Total Construction Estimate: \$700,000



Figure 5
Preliminary Scheme Concept #2 – Floor Plan

Staff recommends that the City Council approve Preliminary Scheme Concept #1, which allows for the best design for the function and operation of Fire Station No. 4 for the extended 40 year life of the building, and direct staff to coordinate with IDC on the programming/schematic design and the preparation of contract documents (final design) for the Project.

Amendment of the Agreement with IDC for Final Design

Staff has coordinated with IDC on initiating the next phases of the Project, whereby IDC will complete the programming/schematic design, and final design for the remodeling and expansion of Fire Station No. 4. IDC has submitted a scope and fee for this next phase of work defined as Phase 3 – Programming and Schematic Design for the Project, and Phase 4 – Contract Documents. As part of Phase 3 will review, evaluate, and document the existing open structure as a basis for the retrofit and renovation of Fire Station No. 4. Phase 3 will include an evaluation of the following:

1. Building Systems: Current code updates to HVAC, plumbing, power, lighting and fire suppression systems.
2. Structural System: Current essential facilities code update to structure.
3. Building Configuration: ADA accessibility (bathrooms) and gender-separated quarters require re-configuration of crew quarters.
4. Decontamination and Apparatus Support: Vehicular emission exhaust system, grease and oil drainage and separation system, and turn out gear and apparatus decontamination equipment must be updated.
5. Failed Systems: Roof drainage (coal-tar clogged roof drains) and sanitary sewer (retro-fit sump-pump to compensate for undersized sanitary sewer) need to be replaced.
6. Water Meter: Condition and capacity to be verified for domestic water, irrigation, and fire sprinkler system

Phase 4 will develop the construction plans and specifications necessary for the City to bid the Project, and will include the following:

1. Construction Plans: Exterior finish repairs and remediation, structural retrofit plans and details, and sanitary and storm drain sewer retrofit/replacement.
2. Architectural Plans: Building floor, roof, sections, interior/exterior elevations and tie-ins.
3. Structural Plans: Foundation, roof framing, lateral and vertical load analysis.
4. Mechanical Plans: Building HVAC floor and roof, Title 24 calculations, apparatus bay ventilation and vehicle exhaust system.
5. Plumbing Plans: Building plumbing plans (gas, water and waste), roof drainage system, apparatus bay floor drain and separator, water and waste demand calculations.
6. Electrical Plans: Building electrical (service entry and meter, switchgear and sub-panels for power and lighting), exterior lighting (landscape and security), emergency generator, data/communication/dispatch systems pathways and equipment, building loading calculations, and Title 24 calculations.
7. Fire Suppression Plans: Building fire suppression system and calculations.
8. Landscape Plans: Planting (trees, shrub and ground cover), and irrigation.

IDC has submitted a proposal to provide the requested services as follows:

Phase 3 (Programming/Schematic Design): not to exceed \$42,500

Phase 4 (Contract Documents): not to exceed \$145,000

Coordination/Meetings: not to exceed \$15,000

Reimbursable Expenses: \$4,000

Total not to exceed: \$206,500

The total cost for these services is 21.7% of the \$950,000 estimated construction cost of the Project. Staff is recommending the City Council approve Amendment No. 2 to Agreement 6757 with IDC to proceed with Phases 3 and 4 of the Project. A copy of Amendment No. 2 is included as **Attachment 3**.

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.

FISCAL IMPACT:

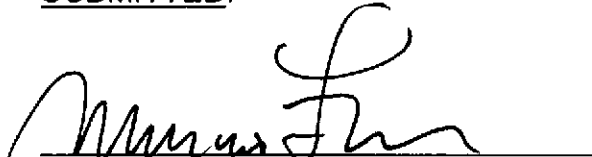
Abatement and rehabilitation of Fire Station No. 4 was an unscheduled capital project, and is currently being funded by the General Fund from contingency funds previously appropriated by the City Council as part of the 2015/2016 Fiscal Year budget. Staff is recommending that \$700,000 of the estimated \$1.4 Million project cost be appropriated from the 2015/2016 Fiscal Year budget, and has recommended and identified \$700,000 from the General Fund as part of the 2016/2017 Fiscal Year budget. The Project budget and current expenditures are identified in Table 1 below.

Table 1

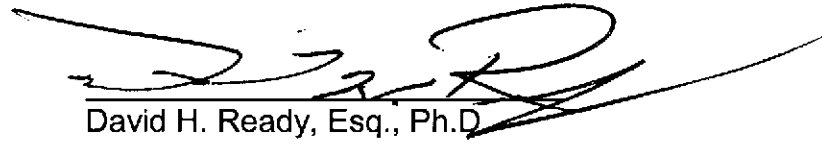
Table of Project Costs	Amount
General Fund (001/261) FY15/16	\$700,000
General Fund (261) FY16/17 (Proposed)	\$700,000
Temporary Housing	(\$22,450)
Preliminary Abatement/Demo Costs	(\$22,098)
Preliminary Design	(\$43,800)
Final Design	(\$203,600)
Abatement/Demo Contract	(\$79,200)
Construction Management (Estimated)	(\$75,000)
Construction Contract (Estimated)	(\$950,000)
Construction Contingency	(\$0)
Balance Remaining	\$3,852

Sufficient funds are budgeted and available in General Fund (Capital Projects) Account No. 261-3600-59483 for approval of Amendment No. 2.

SUBMITTED:



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, staff report
2. April 20, 2016, staff report
3. Amendment No. 2

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:

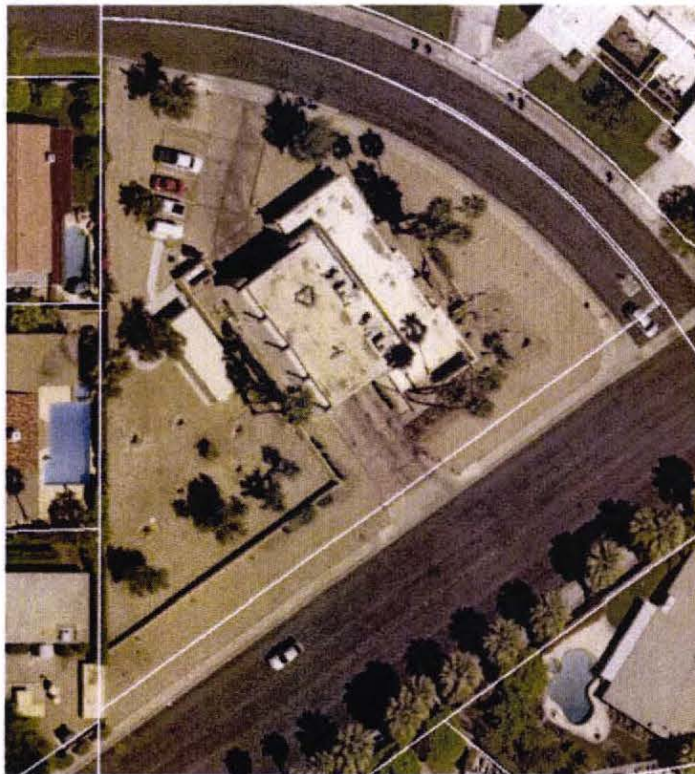


Figure 1

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.

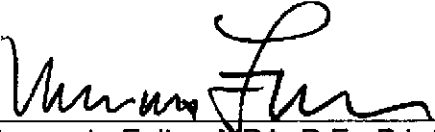
FISCAL IMPACT:

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**

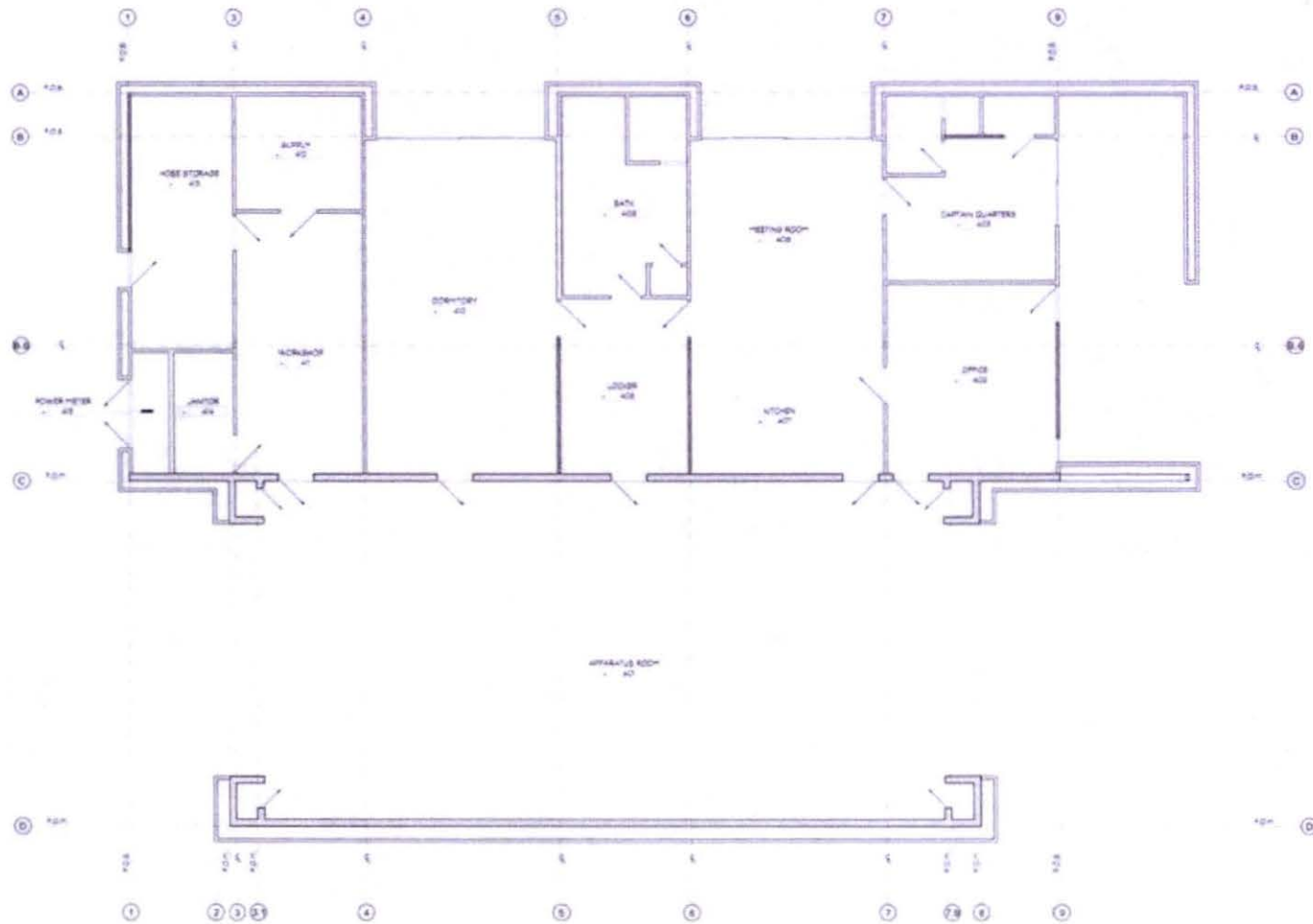
21OCT15

PHASE/TASK	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	
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
1011 ROAD 1500E, SUITE 102, PALM SPRINGS, CA 92264
1.760.373.4996



1505
21OCT15

1

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



City Council Staff Report

DATE: April 20, 2016 NEW BUSINESS

SUBJECT: AWARD A CONSTRUCTION CONTRACT TO JANUS CORPORATION, A CALIFORNIA CORPORATION, IN THE AMOUNT OF \$79,200 FOR THE FIRE STATION NO. 4 REHABILITATION (DEMOLITION & ABATEMENT), CITY PROJECT NO. 15-25

FROM: David H. Ready, City Manager

BY: Office of the City Manager
Fire Department

SUMMARY

Award of this contract will allow the City to proceed with demolition and abatement services for Fire Station No. 4 Rehabilitation, City Project No. 15-25. The inside demolition must first be completed to allow the City's Architect to evaluate the interior construction of the building to appropriately design remodel plans and specifications.

RECOMMENDATION:

1. Reject the lowest bid received from 5M Contracting, Inc., a California corporation, as non-responsive;
2. Award a construction contract (Agreement No. ___) to Janus Corporation, a California Corporation, in the amount of \$79,200 for the Fire Station No. 4 Rehabilitation (Demolition & Abatement), City Project No. 15-25;
3. Authorize the City Manager to execute all necessary documents.

STAFF ANALYSIS:

On February 3, 2016, the City Council approved the plans, specifications and estimate and authorized staff to advertise and solicit bids for the demolition and abatement phase of the Fire Station No. 4 renovation project, located at 1300 S. La Verne Way. The scope of work comprises the demolition, removal and disposal of interior fixtures and appliances, abatement, removal and disposal ("remediation") of any hazardous building materials, and any other appurtenant work. A copy of the February 3, 2016, staff report is included as **Attachment 1**.

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

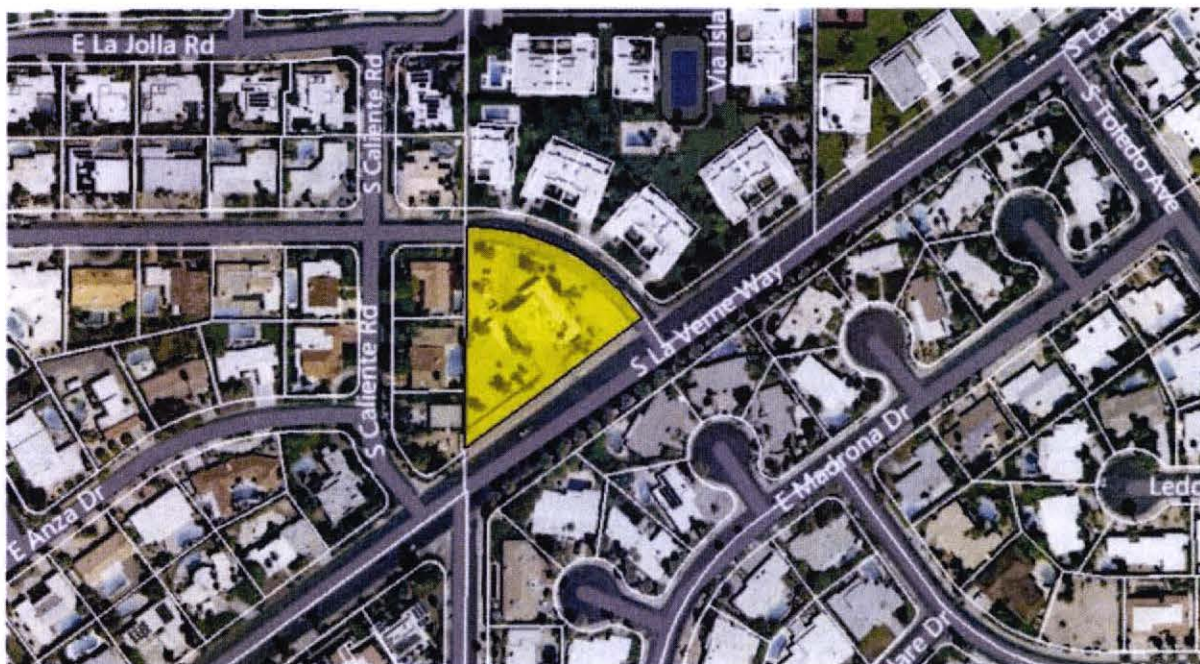


Figure 1

The contract bid documents were prepared by Interactive Design Corporation (“IDC”) and on February 6, 2016, the City Council approved the plans, specifications and working details, and authorized staff to advertise and solicit bids for the Project. Subsequently, on March 10, 2016, the Procurement and Contracting Division received five construction bids from the following contractors:

Company	Location	Bid Amount
5M Contracting, Inc. *** *** <i>non-responsive</i>	Tustin, CA	\$53,850
Janus Corporation	Riverside, CA	\$79,200
T3 Contractors, Inc.	Riverside, CA	\$103,000
Brickley Environmental	San Bernardino, CA	\$105,723
Unlimited Environmental, Inc.	Signal Hill, CA	\$109,400

The estimate was \$110,000; a full bid summary is included as **Attachment 3**.

Bid Analysis

As part of the City’s normal bid review process, staff reviewed all of the bid documents submitted by the apparent low bidder, 5M Contracting, Inc., (5M), to ensure compliance with the Instructions to Bidders. After staff’s review, staff determined that 5M submitted

an incomplete bid by failing to register as a bidder which demonstrates interests of submitting a bid. Additionally, 5M failed to acknowledge Addendum No. 1 issued on March 3, 2016, in the bid submittal. Furthermore, 5M failed to submit their notarized bid bond; the notarized bid bond from the surety company was the only bid bond received in the bid submittal. As specified in the bid documents, failure to register as a bidder or by neglecting such acknowledgement of receipt of an Addendum may render the bid as non-responsive.

Staff reviewed the bid documents submitted by the second low bidder, Janus Corporation, and determined that its bid was compliant with the Instructions to Bidders. On all advertisements for bids, the City issues a disclosure under Section N-3 "Award of Contract," in its Notice Inviting Bids declaring that:

The City reserves the right after opening bids to reject any or all bids, to waive any informality (non-responsiveness) in a bid, or to make award to the lowest responsive, responsible bidder, and reject all other bids, as it may best serve the interest of the City.

As a California charter city, pursuant to relevant state and case law, the City Council retains general authority to award contracts in the best interests of the City. On the basis that the City Council rejects the lowest bid submitted by 5M Contracting, Inc., as non-responsive, staff recommends that the City Council approve the bid submitted by Janus Corporation, and determine that Janus Corporation of Riverside, California, submitted the lowest responsive bid.

Public Works Contractor Registration Law (SB 854)

Under California Labor Code Section 1771.1, as amended by Senate Bill (SB) 854 (2014), unless registered with the State of California Department of Industrial Relations (DIR), a contractor may not bid, nor be listed as a subcontractor, for any bid proposal submitted for public works projects on or after March 1, 2015. Similarly, a public entity cannot award a public works contract to a non-registered contractor, effective April 1, 2015. Staff has reviewed the DIR's contractor registration database, and has confirmed that Janus Corporation is registered with the DIR and is appropriately licensed.

Janus Corporation, of Riverside, California, submitted the lowest responsive bid; staff reviewed the bid and contractor's license, and found Janus Corporation to be properly licensed and qualified. A construction contract with Janus Corporation is included as **Attachment 4**.

Local Business Preference Compliance

Section 7.09.030 of the Palm Springs Municipal Code, "Local Business Preference Program," requires prime contractors to use good faith efforts to subcontract the supply of materials and equipment to local business enterprises and to subcontract services to businesses whose work force resides within the Coachella Valley. Staff acknowledges that Janus Corporation is not considered a local business as being located outside of

the Coachella Valley. Additionally, staff acknowledges that Janus Corporation did not provide sufficient evidence of a good faith effort to subcontract service or supplies to local businesses. However, the bid submitted from Janus Corporation is \$23,800 less than (or 23% under) the third low responsive bidder, T3 Contracting, Inc., who submitted the third low responsive bid. T3 Contracting Inc., is also not considered a local business, but provided evidence of good faith efforts to subcontract \$3,300 (or 3%) of services or supplies to local businesses in Palm Springs. Given that both the second and third lowest bidders reside outside of the Coachella Valley and the cost to subcontract services or supplies is marginal compared to the cost savings from the bids submitted, staff recommends the City Council waive the requirement for local business preference and award a contract to Janus Corporation.

Temporary Relocation of Fire Department Personnel to Former Fire Station No. 5

As Fire Station No. 4 requires a complete renovation, the personnel assigned to that station have been temporarily relocated to a trailer the City has leased and located on-site. However, during the remodel and remediation, an alternate temporary Fire Station will be required during the anticipated construction phases:

Phase 1 – Demolition and Abatement: 3 months

Phase 2 – Fire Station No. 4 Remediation (Design): 6 months

Phase 3 – Fire Station No. 4 Remediation (Construction): 9 months

The anticipated schedule for completion of this project is 18 months from the start of Phase 1, with the demolition and abatement. Phase 1 includes the demolition and remediation of any hazardous materials within the building, which could include the following:

- Removal of any asbestos-containing materials, lead-based paint, mold, etc.;
- Disconnecting and capping of all utilities to the source;
- Demolition, removal and disposal of interior drywall, plaster walls, ceilings, and pipe insulation

During the abatement and demolition phase, the apparatus bay will not be available to the Fire Department personnel or equipment, and relocation of the personnel to an alternative location during this work will be required. The Fire Chief is recommending personnel assigned to Fire Station No. 4 relocate to Fire Station No. 5 at least through the duration of Phase 1 while the work is underway.

After completion of Phase 1, Fire Station No. 4 will be completely demolished within the interior, leaving the framed interior walls with no electrical service. It is at this time that Interactive Design Corporation will evaluate the condition of the interior of the building, make an accurate “as-built” drawing, and complete the design for the interior remodel and rehabilitation of Fire Station No. 4 to address problems with plumbing, as well as new logistical issues with hazardous material decontamination, segregating crew quarters for male/female staff, and ADA accessibility issues.

IDC anticipates completion of the design, considered Phase 2 of the project, will extend 6 months. While it is possible to relocate the Fire Department personnel back to Fire Station No. 4 for 6 months during Phase 2, there are certain logistical issues with re-establishing temporary electrical service and cooling of the stripped-down apparatus bay for the Fire Engines and equipment, as well as relocation of the crew itself and their quarters to a temporary trailer at Fire Station No. 4.

However, during the physical reconstruction and remodel of Fire Station No. 4, the Fire Department personnel and equipment cannot remain at Fire Station No. 4, and would be required to relocate again to an alternative location, such as Fire Station No. 5. The Fire Chief will be assessing the situation and will make a recommendation on moving back into Station 4 during the design phase, or maintain the temporary station location.

Fire Department staff has analyzed how the temporary station relocation will affect response times to Station 4 response areas, primarily south/southeast Palm Springs. **Attachment 5** illustrates the current response times throughout the City, and **Attachment 6** highlights the anticipated response time change with the temporary relocation of Station 4, which shows approximately the same travel response times with the exception of the far South Palm Springs area, with an additional one to two minute response.

However, to help mitigate any increase in response time – particularly with paramedic calls, which are the vast majority of calls for service – the Chief is recommending adding a “Rapid Response Paramedic Unit” staffed with two Firefighter/Paramedics at Fire Station No. 1, located in Downtown. This added unit will respond, supplementing Fire Engine Units, and will allow a paramedic response within generally five minutes for the majority of the response area and within seven minutes to Bogert Trail area.

It is important to note, adding a permanent Rapid Response Paramedic Unit is a policy question that has been analyzed and discussed at the staff level to improve overall response times citywide – and will be presented in the upcoming Fiscal Year 2016-17 budget proposal. On a temporary basis, pending City Council action on the new budget, it is recommended staffing the Rapid Response Paramedic Unit with current personnel on an overtime basis. Further discussions of these costs are noted below under “Fiscal Impact” of this report.

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 7**.

FISCAL IMPACT:

The Fire Station No. 4 renovation project is estimated to cost \$1.2 million per the initial architectural estimate – with \$600,000 set aside in the current Capital Budget and \$700,000 being requested in the upcoming Fiscal Year 2016-17 Budget. Funding for this initial contract (Janus - \$79,200) will come from the current Capital Project Fund, Account No. 261-3600-59483.

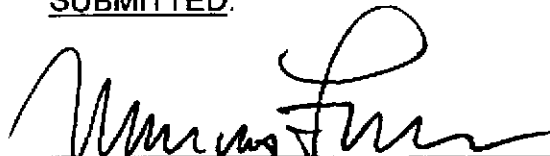
Also, it's anticipated that the former Fire Station No. 5, on Bolero Road (off Golf Club Drive), which will become Temporary Fire Station No. 4, will require some minor repairs and improvements (i.e. window blinds, paint, etc.). Those costs are not anticipated to be in excess of \$20,000 and will be paid for with budgeted "facility maintenance" accounts.

Staffing for the Rapid Response Paramedic Unit (2 existing fire personnel per shift on an overtime basis) will cost approximately \$74,000 per month. The cost for this staffing plan through Phase 1 is \$222,000; at that time, it may be possible to relocate personnel to the trailer at Fire Station No. 4 during Phase 2 – Design (6 months), and save additional overtime costs. However, during Phase 3 – Construction (9 months), Fire personnel would have to return to the temporary station, and the overtime costs would then continue for the additional paramedic unit. Overtime costs for Phase 3 are estimated at approximately \$665,000. These costs will require additional Fire Department Overtime appropriations in the new Fiscal Year Budget.

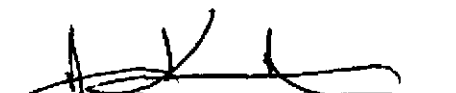
However, as noted above, during the budget discussion we will be recommending the permanent addition of the Rapid Response Paramedic Unit – and if approved, a significant amount of the overtime costs here, would be avoided. The annual cost for the new paramedic unit, if approved, will be approximately \$784,000.

A Squad vehicle currently in reserve service will be utilized for the temporary program. If City Council approves the permanent program – a new Squad would be included in the Fiscal Year 2016-17 Motor Vehicle Fund appropriation.


SUBMITTED:



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



Kevin Nalder
Fire Chief



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

ATTACHMENT 3

AMENDMENT NO. 2 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 \$206,500, and the total amount of compensation is amended to \$250,300.

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

Add the following Phase III and Phase IV scope of work:

Phase III – Programming & Schematic Design

1. Programming
 - a. Review functions and adjacencies with Fire staff
 - b. Review building systems with City maintenance
 - c. Review building systems with City's consultants
 - d. Determine relevant codes
2. Retrofit and remediation
 - a. Document existing conditions following Abatement
 - b. Research alternative long-term solutions to existing failed systems (roof drainage, grease/sand separator, building sanitary sewer, exterior water damage and deterioration), landscape metering, and irrigation
3. Schematic Design
 - a. Site review: access, parking, drainage and storm water management
 - b. Site design: Addition location and site modification (drainage, paving)
 - c. Building design: envelope, floor plan, building systems
 - d. IT specialties: integration of data/communications/security systems
 - e. Emergency generator parameters
 - f. Code update requirements: energy efficiency seismic, gear decontamination
 - g. Coordination with City's consultants
 - h. Preliminary schedule and estimate
 - i. Peer review: current best-practices for fire station design
4. Schematic Design presentation
 - a. City and fire department staff
 - b. City Council
5. City Major Architectural Application
 - a. Planning Department exhibits
 - b. Presentation at Architectural Advisory Committee and Planning Commission

Phase IV – Contract Documents

1. Construction Plans
 - a. Repair/remediation of existing conditions
 - b. Abatement of roof mastic and plaster at openings
 - c. Exterior finish repair and remediation
 - d. Structural retrofit plans and details
 - e. Sanitary and storm-drain sewer retro-fit/replacement

2. Architectural Plans (retro-fit & addition):
 - a. Site and hardscape plan
 - b. Building floor plans and tie-in
 - c. Building roof plans and tie-in
 - d. Building sections and interior elevations
 - e. Building exterior elevations and tie-in
 - f. Details, wall sections and specialty equipment
 - g. Window, door, and finish schedules

3. Structural Plans:
 - a. Foundation plan (retro-fit & addition)
 - b. Roof framing plan (retro-fit & addition)
 - c. Lateral and vertical load analysis
 - d. Details

4. Mechanical Plans (retro-fit & addition)
 - a. Building HVAC floor plan
 - b. Building HVAC roof plan
 - c. Title 24 calculations
 - d. Apparatus bay ventilation and vehicle exhaust system
 - e. Details and schedules

5. Plumbing Plans (retro-fit & addition)
 - a. Site plumbing plan (water meter, points of connection and distribution for domestic, fire suppression and irrigation)
 - b. Building plumbing plans (gas, water and waste)
 - c. Roof drainage system
 - d. Apparatus bay floor drain and separator
 - e. Water and waste demand calculations
 - f. Legend, fixture schedules and details

6. Electrical Plans (retro-fit & addition)
 - a. Details, fixture schedules and diagrams
 - b. Building electrical plan (service entry and meter, switchgear and sub-panels for power and lighting)
 - c. Exterior lighting plans (landscape and security)
 - d. Emergency generator design and interface
 - e. Data/communication/dispatch systems pathways and equipment (coordination with Client IT consultant)
 - f. Building load calculations
 - g. Title 24 calculations

7. Fire Suppression Plans (retro-fit & addition)
 - a. Site plan (connection to water service)
 - b. Building fire suppression system plans
 - c. Fire suppression calculations
 - d. Legend, fixture schedules and details

8. Landscape Plans
 - a. Landscape site plan
 - b. Planting plan – trees
 - c. Planting plan – shrubs and ground cover
 - d. Irrigation plan
 - e. Details and schedules

- 9. Technical specifications
- 10. Document review and coordination
 - a. In-house review
 - b. Peer review
 - c. Coordination with City's Consultants and their documents
 - d. Constructability and cost review by contractor
 - e. Project schedule and cost update
- 11. Plan review/permit issuance
 - a. Plan review submittal
 - i. City staff
 - ii. Planning department
 - iii. Public works department
 - iv. Fire department
 - v. Building and safety department
- 12. Review and re-submit with plan review corrections

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

Compensation for Phase III – Programming and Schematic Design shall be hourly based upon the standard rates of the Architect and his Consultants, not to exceed \$42,500.

Compensation for Phase IV – Contract Documents shall be hourly based upon the standard rates of the Architect and his Consultants, not to exceed \$145,000.

Coordination and meetings with City staff and consultants shall be hourly based upon the standard rates of the Architect and his Consultants, not to exceed \$15,000.

Reimbursable for expenses shall be on an allowance, not to exceed \$4,000.

Total Contract amount is increased by \$206,500 and amended to a total amount of \$250,300.

PURCHASE ORDER SUMMARY

Purchase Order Number(s): 16-0418
 Agreement Number: 6757
 Original City Manager Approval: June 22, 2010
 Original Contract Amount: \$ 18,800
 Amendment No. 1 \$ 25,000
 Amount of This Increase \$ 206,500
Amended Total: \$ 250,300

Account Number: 001-3520-59483

Except as specifically amended by this Amendment No. 2, 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: _____