



## City Council Staff Report

DATE: June 1, 2016

CONSENT CALENDAR

SUBJECT: APPROVAL OF AMENDMENT NO. 4 IN THE AMOUNT OF \$9,050 TO THE CONSULTING SERVICES AGREEMENT WITH URRUTIA ARCHITECTS (A6465) FOR THE POLICE DEPARTMENT REMODEL, CITY PROJECT NO. 15-05

FROM: David H. Ready, City Manager

BY: Public Works & Engineering Department

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### SUMMARY

Approval of this action will authorize additional design services provided by Urrutia Architects to design a new fire line service to the existing Police Department Training Center building required for the Police Department Remodel, City Project No. 15-05.

### RECOMMENDATION:

1. Approve Amendment No. 4 in the amount of \$9,050 to the Consulting Services Agreement (A6465) with Urrutia Architects for a revised total contract amount of \$193,430 for the Police Department Remodel, City Project No. 15-05; and
2. Authorize the City Manager to execute all necessary documents.

### STAFF ANALYSIS:

In 2015, the City Council approved the plans, specifications and estimate and authorized to bid the Police Department Remodel, City Project No. 15-05 (the "Project"). The contract documents (plans and specifications) include remodeling of the Police Department Training Center, Lobby and Records, Detective Bureau and Men's and Women's Locker rooms. The proposed work includes, but is not limited to, audio/visual upgrades, existing floor plan remodeling, site furniture replacement and all other appurtenant work. A location map of the site is identified in Figure 1.

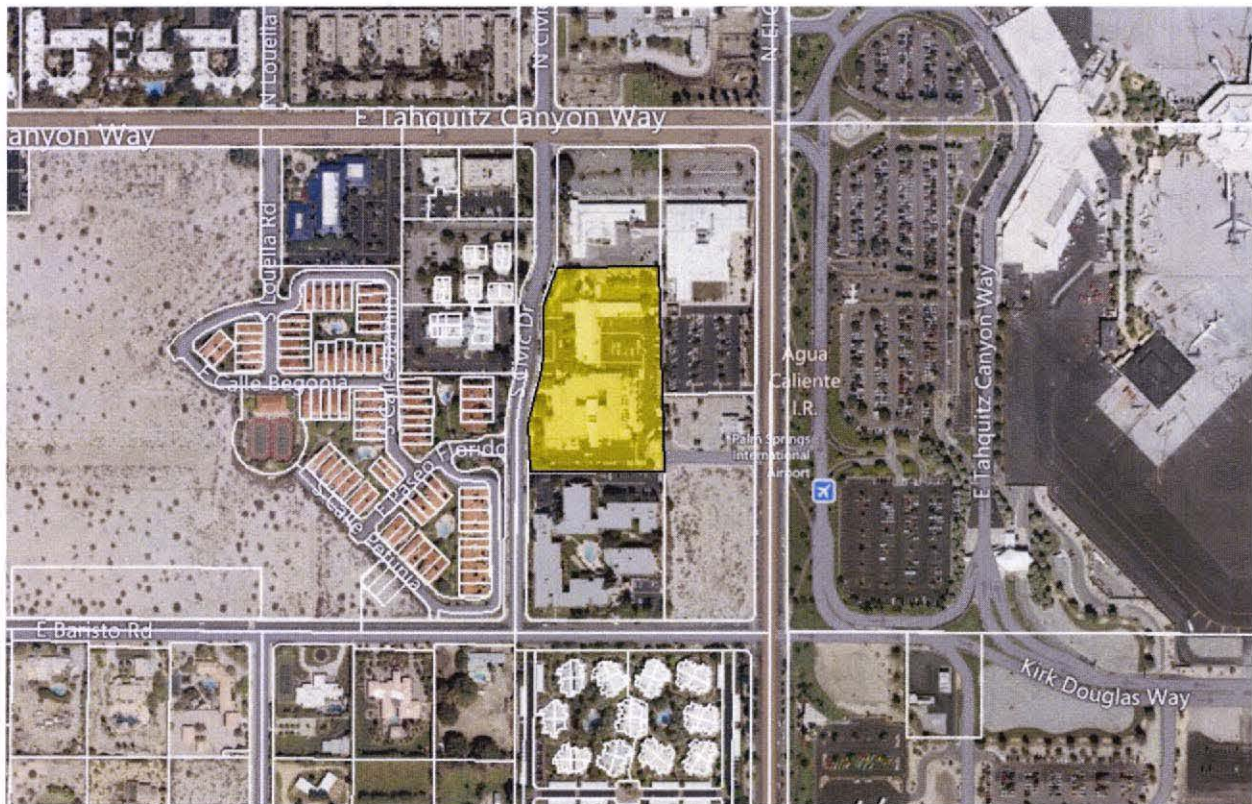


Figure 1

On February 3, 2016, the City Council approved Amendment No. 3 in the amount of \$51,330 to Consulting Services Agreement (A6465) with Urrutia Architects for additional architectural design services for the Project, including adding utility sinks into each separate room inside the Training Center building, raising the low ceiling and soffit to improve ambient lighting inside the Detective Bureau building and upgrading the restrooms to comply with ADA standards inside the Lobby and Training Center buildings.

In late March 2016, Urrutia Architects submitted a complete set of contract documents to the City's Building Department and Fire Department for a first plan check review. A thorough review was performed by each Department and a set of comments was provided to Urrutia Architects for required corrections. One particular comment identified through plan check review was a recommendation for a new automatic fire sprinkler system for the Police Department Training Center building; the Training Center does not currently have an automatic fire sprinkler system – however, the adjacent Police Department building does have one.

Upon further discussion between staff and the Urrutia Architects, staff recommends that the Project include installation of a new fire line and automatic sprinkler system for the Training Center building. Improving the fire sprinkler system for the existing Training Center building was not originally included in the scope of the Project, but given the

remodeling efforts being made throughout the existing facility, staff recommends that a new automatic fire sprinkler system be included in the Project to meet current building and fire code standards.

Staff coordinated with Urrutia Architects regarding the proposed fire line service and requested a proposal for the additional design effort required to revise the final set of construction drawings, specifications, and estimates for the Project. Urrutia Architects submitted a proposal in the amount of \$9,050 to incorporate a new fire line service for the existing Training Center building, and staff has prepared Amendment No. 4 to the agreement with Urrutia Architects to accommodate this additional work, which is included as **Attachment 1**.

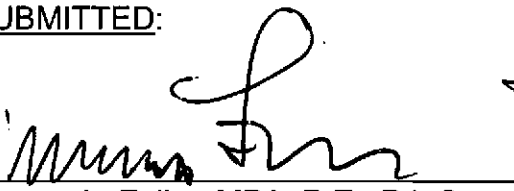
ENVIRONMENTAL IMPACT:

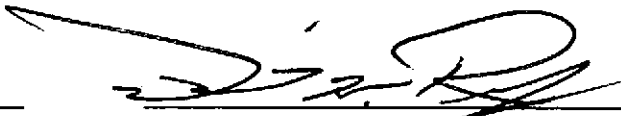
Section 21084 of the California Public Resources Code requires Guidelines for Implementation of the California Environmental Quality Act ("CEQA"). The Guidelines are required to include a list of classes of projects which have been determined not to have a significant effect on the environment and which 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 Police Department Remodel, City Project. No. 15-05, is considered categorically exempt from CEQA, and a Notice of Exemption has been prepared and has been filed with the Riverside County Clerk.

FISCAL IMPACT:

Sufficient funding is currently available to approve Amendment No. 4 in the amount of \$9,050 to Consulting Services Agreement with Urrutia Architects in the Measure J Capital Fund, Account No. 260-4500-59440; \$9,050

SUBMITTED:

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

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

Attachments:

1. Amendment No. 4

# **ATTACHMENT 1**

AMENDMENT NO. 4 TO PROFESSIONAL SERVICES AGREEMENT NO. 6465  
WITH URRUTIA A.I.A. AND ASSOCIATES, INC.  
POLICE DEPARTMENT REMODEL  
CITY PROJECT NO. 14-18

The following articles of Agreement No. 6465 are hereby amended to read as follows:

SECTION 2.1 Maximum contract amount is increased by \$9,050 and the total amount of compensation is amended to \$193,430.

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

Add the following Police Department - Training Center Automatic Fire Sprinkler System scope of work:

A. Construction Documents

1. Drafting of building floor plans, elevations, sections, roof plans, reflected ceiling plans
2. Drafting of details, windows and door schedules, etc.
3. Finish schedules and notes
4. Preparation of Project Specifications
5. Preparation of structural, mechanical, electrical, plumbing, landscape, civil drawings by Consultants
6. Coordination of consultants' documents and specifications
7. Submittal of documents to City Fire Department for plan check
8. Review and respond to City Fire Department plan check comments
9. In house plan check and coordination of drawings

B. Construction Administration

1. Project Construction schedule Monitoring
2. Review of submittals, shop drawings, samples, etc.
3. Review and processing of change orders
4. Review and processing of Application for Payments
5. Preparation of CADD Record Drawings from Field drawings
6. Creation of punch lists and Substantial Completion Certificate
7. Review of Final Close out documents

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

Compensation for Police Department - Training Center Automatic Fire Sprinkler System shall be hourly based upon the standard rates of the Architect and his Consultants, not to exceed the following:

- a. Construction Documents in the amount of \$6,800
- b. Construction Administration in the amount of \$2,000

Reimbursable for expenses shall be on an allowance, not to exceed \$250.

Total Contract amount is increased by \$9,050 and amended to a total amount of \$193,430.

**PURCHASE ORDER SUMMARY**

Purchase Order Number(s): 14-0763

Agreement Number: 6465

Original City Manager Approval: January 14, 2014

Original Contract Amount:     \$     79,700

Amendment No. 1                 \$     24,800

Amendment No. 2                 \$     28,550

Amendment No. 3                 \$     51,330

Amount of This Increase         \$     9,050

**Amended Total:**                 \$    **193,430**

Account Number:     260-4500-59440

Except as specifically amended by this Amendment No. 4, all terms and provisions of Agreement No. 6465 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: Urrutia A.I.A. and Associates, Inc., a California 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: \_\_\_\_\_