



Midpeninsula Regional
Open Space District

R-15-60
Meeting 15-08
April 08, 2015

AGENDA ITEM 4

AGENDA ITEM

Contract Amendment for Construction Administration Services related to the Mount Umunhum Radar Tower Interim Repair Project

GENERAL MANAGER'S RECOMMENDATION(S)

1. Approve a contract amendment of \$12,660 to the current Board-approved contract amount of \$67,910 for Grossmann Design Group to complete full construction administration services for the Radar Tower Interim Repair Project, resulting in a new contract amount of \$80,570.
2. Approve retaining the original contract contingency amount of \$4,000, to be utilized only if unforeseen conditions arise during project implementation that require additional professional services, for a total not-to-exceed potential contract amount of \$84,570.

SUMMARY

In May 2013, the Board awarded a contract to Grossmann Design Group (GDG) for \$67,910 with a contingency of \$4,000, for a total not-to-exceed contract amount of \$71,910 (R-13-52). The original contract award included limited construction administration services, as the District project manager was expected to handle the majority of this work. With the imminent departure of the project manager, and current staffing commitments to Measure AA and Action Plan projects, it is essential to contract with GDG to complete full construction administration services for this project. The General Manager recommends contracting out the construction administration services with GDG to support District staff and expedite completion of the interim repairs. District staff will remain responsible for oversight of both the GDG and construction contracts, and will provide overall construction project coordination, schedule control, and approve contract amendments and change orders. Although a midyear budget adjustment will be necessary to account for the increase in contract amount, expenses should not to exceed the total project budget of \$414,885.

DISCUSSION

GDG and their structural sub-consultant, Rutherford and Chekene (R&C), propose to perform comprehensive construction administration services in support of the Mount Umunhum Radar Tower Interim Repair Project (Project) on a time-and-materials basis estimated at \$17,200. These services include:

- Five (5) trips to the project site by GDG
- Two (2) trips to the project site by R&C
- Submittal review

- Request for Information (RFI) and Change Proposal review
- Project coordination and project management

The current GDG contract balance is \$4,540. Therefore, an amendment of \$12,660 is required for GDG to complete comprehensive construction administration services (\$17,200 - \$4,540 = \$12,660). In addition, the General Manager recommends retaining the original contract contingency amount of \$4,000 in the event that unforeseen conditions during construction arise that require additional design and engineering services.

FISCAL IMPACT

Originally, construction work for the Project was anticipated to begin in Fiscal Year (FY) 2014-15 and continue into FY 2015-16. This schedule and allocation of expenditures is reflected in the budgets for both fiscal years. Given Board direction to reduce the scope and cost of the repair project, the construction contract was not awarded until late January 2015, resulting in scheduling delays. As a result, construction will not begin until late April 2015 and should be completed by June 2015. As such, most of the expenses will be incurred in FY2015-16. Therefore, a midyear adjustment will be required to account for this shift and to include the recommended contract amendment with GDG. Notwithstanding the delay and midyear adjustment, the additional \$12,660 for construction administration services and the \$4,000 contingency will not exceed the total project budget of \$414,885.

BOARD COMMITTEE REVIEW

This item was not previously reviewed by a Committee.

PUBLIC NOTICE

Public notice was provided as required by the Brown Act.

CEQA COMPLIANCE

On June 12, 2012 (R-12-59), the Board approved the adoption of a Final Environmental Impact Report for the Mount Umunhum Environmental Restoration and Public Access Project, which included an environmental analysis of the radar tower interim repairs.

NEXT STEPS

Upon approval by the Board of Directors, the General Manager will issue a contract amendment with GDG for comprehensive construction administration services.

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