



Midpeninsula Regional
Open Space District

R-21-44
Meeting 21-10
March 24, 2021

AGENDA ITEM 7

AGENDA ITEM

Minor Contract Amendment with Signet Testing Labs, Inc., for additional special inspection services for the South Area Field Office Project

GENERAL MANAGER'S RECOMMENDATIONS

Authorize the General Manger to execute a contract amendment in an amount of \$3,000 with Signet Testing Labs, Inc., to cover the costs for additional special inspection services beyond the base contract scope of work that have been necessary to complete the South Area Field Office Project; the amendment would bring the total contract to a not-to-exceed amount of \$52,265.

SUMMARY

The Midpeninsula Regional Open Space District (District) awarded a contract to Signet Testing Labs, Inc., (Signet) on December 19, 2019 for \$49,265 to provide special inspections services and oversight for the construction of the South Area Field Office Project (Project). Due to unforeseen field conditions, additional special inspections services have been required beyond the original scope of work. A portion of the work under the proposed contract amendment was authorized in February 2021 to keep the active construction project moving and avoid impacts to the closeout schedule. The required additional contract amount totals \$3,000. The Fiscal Year 2020-21 (FY21) budget includes sufficient funds for this amendment.

DISCUSSION

The site for the new South Area Field Office (SAO) is located in a light-industrial zone in the City of Campbell. The main building is a "butler" metal building constructed in the 1960's with a footprint of approximately 5,600 square feet.

In October 2019, the Board of Directors (Board) awarded a contract to Agbayani Construction of Daly City for construction of the Project (R-19-138). Concurrently, the District solicited proposals from consultants to provide special inspection and consulting services during construction. Three proposals were received, and Signet was selected based on qualifications, past experience, reasonable fees, and acceptance of the District's standard contract agreement and related requirements.

Signet's original scope of work included the following tasks:

- Geotechnical materials testing;
- Special inspections for cast in place concrete;
- Structural steel welding special inspections;

- Anchor and dowel inspections;
- Wood construction oversight;
- Provide engineering consultation and recommendations as requested by the District; and
- Project management and close-out.

Once construction was underway, unforeseen site conditions presented structural challenges that required additional observations and technical expertise for the following tasks:

1. Soft, unstable subgrade soils under the building foundation and site that required additional geotechnical oversight and consultation; and
2. Additional welding inspections.

These unforeseen conditions necessitated Signet to provide additional special inspection services that were not anticipated in their original proposal. The required total additional contract amount is \$3,000. A portion of the work under the proposed contract amendment was authorized in February 2021 to keep the active construction project moving and avoid impacts to the closeout schedule.

The overall Project is near completion; building and site improvements are installed and all utility services are approved and active. Staff and the design team are working with the Contractor to complete punch list items and prepare for City of Campbell final inspection. Building occupancy is on track for the end of March 2021.

FISCAL IMPACT

The FY21 amended budget includes \$3,776,513 for the New South Area Field Office Facility project 31601. There are sufficient funds in the project budget to cover the recommended action and expenditures.

New South Area Field Office Facility 31601	Prior Year Actuals	FY21 Amended	FY22 Projected	FY23 Projected	TOTAL
Total Budget:	\$1,189,891	\$3,776,513	\$0	\$0	\$4,966,404
Spent-to-Date (as of 3/12/2021):	(\$1,189,891)	(\$3,111,507)	\$0	\$0	(\$4,301,398)
Encumbrances:	\$0	(\$392,346)	\$0	\$0	(\$392,346)
Signet Testing Labs, Inc. Contract Amendment:	\$0	(\$3,000)	\$0	\$0	(\$3,000)
Budget Remaining (Proposed):	\$0	\$269,660	\$0	\$0	\$269,660

The recommended action is not funded by Measure AA.

BOARD AND COMMITTEE REVIEW

This Project previously came before the full Board of Directors at the following public meetings:

- **March 22, 2017:** Board adopted a Resolution authorizing the purchase and sale agreement for the West Valley Charter Lines property at 240 Cristich Lane, Campbell CA. ([R-17-08](#), [meeting minutes](#))
- **April 10, 2019:** Board reviewed plans and authorized the General Manager to solicit construction bids. ([R-19-41](#), [meeting minutes](#))
- **October 23, 2019:** Award of contract to Agbayani Construction Corporation. ([R-19-138](#), [meeting minutes](#))

PUBLIC NOTICE

Public notice was provided as required by the Brown Act.

CEQA COMPLIANCE

District staff prepared a Categorical Exemption for the project and determined that the project would not result in any impacts to the environment (R-19-138).

NEXT STEPS

If approved, the General Manager will authorize the contract amendment as one of the steps to close out the Project.

Responsible Department Head:

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