



DATE: June 6, 2023

TO: Mayor and City Council

FROM: Director of Maintenance Services

SUBJECT: Adopt a Resolution Authorizing the City Manager to Execute Amendment No. 1 Increasing the Contract Amount for Newton Construction & Management for the Tenant Improvements and Workspace Reconfiguration for Fire Administration by \$36,850, for a Total Not-to Exceed Contract Amount of \$348,612

RECOMMENDATION

That Council adopts a resolution (Attachment II) authorizing the City Manager to execute Amendment No. 1 increasing the contract amount for Newton Construction & Management for the tenant improvements and workspace reconfiguration for Fire Administration by \$36,850 for a total not-to-exceed contract amount of \$348,612.

SUMMARY

As part of the Facilities Capital Improvement Program (CIP), a workspace remodel and reconfiguration project within a City department's workspace is completed each fiscal year aimed at updating aging infrastructure to better support collaborative work spaces that meet the individual operational needs of each department. Over the past twenty years, staff have worked diligently within the Fire Administration office, as well as Fire Station 1, to create appropriate workspaces that allow for and support both collaboration and confidentiality when necessary. Unfortunately, when built in 1997, the Fire Administration offices in City Hall were not designed in a manner to support the operational needs of the Hayward Fire Department. Using a combination of both architectural and aesthetic improvements, the reconfiguration of space within the Fire Administration office will improve the overall functionality and efficiency within the workplace. The proposed office space, partitioned by glass walls, can ensure conversations are kept private, which is a necessity when dealing with confidential personnel concerns and/or HIPAA related items. The new design will include areas that encourage a collaborative work environment coupled with dedicated office space for confidentiality and privacy when needed.

BACKGROUND AND DISCUSSION

On February 22, 2022¹ the City entered a contract with Newton Construction & Management for the entire project. Staff requests an amendment to the contract to increase the total contract amount by \$36,850 to account for unforeseen construction conditions for a total not-to-exceed contract amount of \$348,612. The unanticipated changes included the following: installation of an ADA counter with a swing gate, relocation and addition of fire sprinkler heads to maintain compliance with the California Fire Code, and additional lighting controls and fixtures to be compliant with Title 24 Energy Code.

FISCAL IMPACT

There is sufficient budget to cover the cost of increasing the contract amount by \$36,850 with Newton Construction & Management for a total project budget of \$348,612.

STRATEGIC ROADMAP

This agenda item is a routine operational item and does not relate to any of the six priorities outlined in the Council's Strategic Roadmap.

NEXT STEPS

If the Council adopts the resolution, staff will prepare a contract amendment for execution.

Prepared by: Liz Sanchez, Management Analyst II

Recommended by: Todd Rullman, Director of Maintenance Services

Approved by:



Kelly McAdoo, City Manager

¹ <http://hayward.legistar.com/gateway.aspx?m=1&id=/matter.aspx?key=7867>