



**DATE:** April 24, 2018

**TO:** Mayor and City Council

**FROM:** Interim Director of Public Works

**SUBJECT:** Fire Stations 1-5 Improvements: Amendment to Professional Services Agreement with Kitchell

### **RECOMMENDATION**

That Council adopts the attached resolution authorizing the City Manager to execute an Amendment to the Professional Services Agreement with Kitchell Capital Expenditure Managers, Inc., in an amount not-to-exceed \$190,000.

### **SUMMARY**

Kitchell is providing construction support services for improvements to Fire Stations 1 through 5. Construction is on-going and has exceeded the contract duration due to contractor delays and scope changes. Additional construction support by Kitchell is necessary to complete the project.

### **BACKGROUND**

On June 3, 2014, voters approved Measure C, which authorized the City of Hayward to increase the sales tax rate in the City by one-half cent for twenty years to restore and maintain City services and facilities, including firefighting/emergency medical services, improving police services to neighborhoods, replacing the aging library with a 21st century facility, repairing potholes and streets, updating aging neighborhood fire stations, and other City services. Based on the facility needs assessment report completed on October 10, 2014 by RossDrulisCusenbery for Fire Stations 1-6 and the Fire Training Center, substantial upgrades are needed in these aging facilities. Fire Stations 1-5 are currently being renovated. Fire Station 6 and the Fire Training Center will be reconstructed and expanded.

On May 26, 2015, Council authorized the City Manager to execute professional services agreements with Kitchell in an amount not-to-exceed \$200,000 for project management services for Fire Stations 1-5, and the master planning of Fire Station 6 and the Fire Training Center.

On March 21, 2017, during the award of the construction contract, Council authorized the City Manager to execute an Amendment to the Professional Services Agreement with Kitchell in an amount not-to-exceed \$490,000 for construction support services for the Fire Stations 1-5 Improvements Project.

## DISCUSSION

Construction of Fire Stations 1, 2, and 3 started on April 24, 2017. Fire Station 1 construction occurred while station personnel maintained operations since hazardous materials abatement was not required. Fire Stations 2 and 3 improvements were more extensive and required hazardous material abatement, necessitating station personnel to relocate to other stations.

Fire Station 1:	Improvements completed on December 11, 2017
Fire Station 2:	Improvements completed on November 20, 2017
Fire Station 3:	Improvements completed on February 16, 2018
Fire Station 4:	Construction started on December 11, 2017
Fire Station 5:	Construction started on February 20, 2018

Currently, Fire Stations 4 and 5 are under construction and are anticipated to be complete by July 2018.

Construction of these two fire stations would have been completed in March 2018 per the allotted contract time; however, the project experienced delays due to a combination of factors. Near the start of the project, there was the request from the contractor to substitute their four-fold door subcontractor causing delays in approval and procurement of materials. There were issues with light fixtures, windows, and doors. The electrical and window subcontractors did not provide adequate work force.

The project duration was also extended due to scope changes. One of the earlier scope changes in the project was replacement of the entire roof at Fire Station 3 due to its condition and age. There was also unanticipated work added due to unforeseen conditions. The original scope included cleaning the existing ductwork for the HVAC system. At Fire Station 4 after cleaning started, staff learned that the duct lining was wet and not reusable due to leaks, resulting in replacement of the entire ductwork. The station alerting and electrical plans needed to be revised due to missing and incomplete information from the original construction documents.

Kitchell's agreement for construction support services was based on the original construction duration ending in March 2018. With the revised anticipated completion in July 2018, four more months of additional services and services related to the scope changes need to be added to Kitchell's agreement. The provision of and funds for additional project duration was not anticipated in the original scope of work in the previously approved Professional Services Agreement or in the first amendment approved on March 21, 2016; therefore, this second amendment is necessary. Staff recommends that Council authorize the City Manager to execute an amendment to the existing agreement with Kitchell to increase the not-to-exceed amount from \$490,000 to \$680,000.

## **ECONOMIC IMPACT**

There is no economic impact associated with this item.

## **FISCAL IMPACT**

The Adopted FY18 CIP includes a total of \$10,830,000 for the design and construction of the Fire Stations 1-5 project in the Measure C Fund. There are adequate funds in the project for Kitchell to provide the additional construction support services for the Fire Stations 1-5 Improvements project in the amount of \$190,000.

## **STRATEGIC INITIATIVES**

This agenda item pertains to routine operations and does not directly relate to the Council's Strategic Initiatives.

## **SUSTAINABILITY FEATURES**

The action taken with this report will not result in physical development, purchase, or service, or a new policy/legislation.

## **PUBLIC CONTACT**

No public contact has occurred associated with this action.

## **NEXT STEPS**

If approved by Council, staff will amend the Professional Services Agreement with Kitchell prior to execution.

*Prepared by:* Kathy Garcia, Deputy Director of Public Works

*Recommended by:* Alex Ameri, Interim Director of Public Works

Approved by:



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Kelly McAdoo, City Manager