



## CITY COUNCIL STAFF REPORT

DATE: NOVEMBER 6, 2013

UNFINISHED BUSINESS

SUBJECT: WELWOOD MURRAY MEMORIAL LIBRARY – APPROVAL OF PLANS AND SPECIFICATIONS AND APPROVAL OF AN ARCHITECT'S CONTRACT AMENDMENT

FROM: David H. Ready, City Manager

BY: Special Projects Coordinator

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### SUMMARY

The proposed action would approve the Plans and Specifications for the Welwood Murray Memorial Library project, and authorize staff to proceed with the solicitation of bids as well as authorization for the City Manager to approve an amendment to the Architect's contract for additional design work.

### RECOMMENDATION:

1. Approve the Plans and Specifications for the Welwood Murray Memorial Library remodel project and authorize solicitation of bids, CP#10-05.
2. Authorize the City Manager to approve Amendment #4 to Architectural Design Contract No. 6267 for additional design services, in an amount no to exceed \$42,800.

### STAFF ANALYSIS:

The Welwood Murray Memorial Library (WMML) project design will soon be in plan check and in an attempt to accelerate the project, staff recommends that we proceed to bid at the same time (copy of previously approved floor plan attached). Any plan check comments can be picked up in an addenda or allowance line item during the bid process.

ITEM NO. 4A

At the last design subcommittee meeting the architect presented thoughts on the interior and a concept for the landscape design. At the behest of the two Library Board members the subcommittee was asked to support bringing on-board the design team an interior designer, with which they agreed. The current architectural contract has a minor stipend for selecting furniture and colors which the architect has completed, but the selections were not supported by the subcommittee. The Library Board members offered to seek the funding from the Library Trust Fund for this additional level of design expertise. This additional work is estimated to cost no more than \$30,000 and the Interior Designer would be subcontracted by the project Architect.

The landscape design was not accepted by the subcommittee and the designer was asked to develop another concept which would also include a gate system to be able to lock off the courtyard at night as well as a rework of the existing landscape around the front of the building and including the easement property in the design. This additional design work would be at a cost of \$12,800, see attached Additional Service Request #3. In an effort to keep the project moving forward, it is recommended that the City Manager be authorized to complete the financial negotiations around these additional services, in an amount not to exceed \$42,800 (\$30,000 for Interiors and \$12,800 Landscape).

The interiors (colors and materials) and the landscape plan for the courtyard and the front of the building will not be completed and will not have had the time to make it thru the entire approval process with HSPB and the City Council prior to the proposed project bid date. To cover these items in the bid, a note will be included notifying bidders that the colors and material selections will be provided within the first month of the project and that for the landscape work the contractors are to carry a dollar allowance to cover that cost and to incorporate the work into their project.

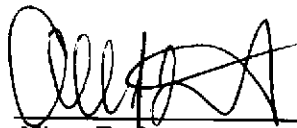
At the November HSPB meeting staff will be presenting an update showing the Board that we have complied with their various design suggestions from their last review of the project and we will be seeking approval for three small exterior modifications to the building (removing an old thru-the-wall a/c unit, replacing a set of dry rotted doors and adding exterior access doors for the electrical switchgear). In addition we will be asking the Board to waive their previous approval condition that no building permit be issued until interior plans and landscape plans first be approved. That condition could delay the start of construction on the project and we will commit to bring those plans to them for approval before we construct that portion of the work.

#### FISCAL IMPACT:

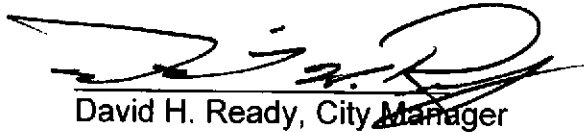
Attached is a copy of the Project Budget of \$1,150,439. At this time we are proposing to bid the major remodel construction components which have been estimated at just under \$800,000. By the time this City Council agenda date occurs the Library Board will

have had an opportunity to discuss the additional funding, up to \$30,000, for interior design and the outcome will be reported to the City Council. The additional design services for the exterior of \$12,800 will be charged to the current project budget without negatively impacting it as the hazardous material abatement bid came in \$42,000 below budget. The total design change of not to exceed \$42,800 will be charged as follows

<u>Activity</u>	<u>Funding Source</u>	<u>Amount</u>
Interiors	Library Trust Fund	\$30,000 (not to exceed)
Landscape	261-1395-65224	\$12,800



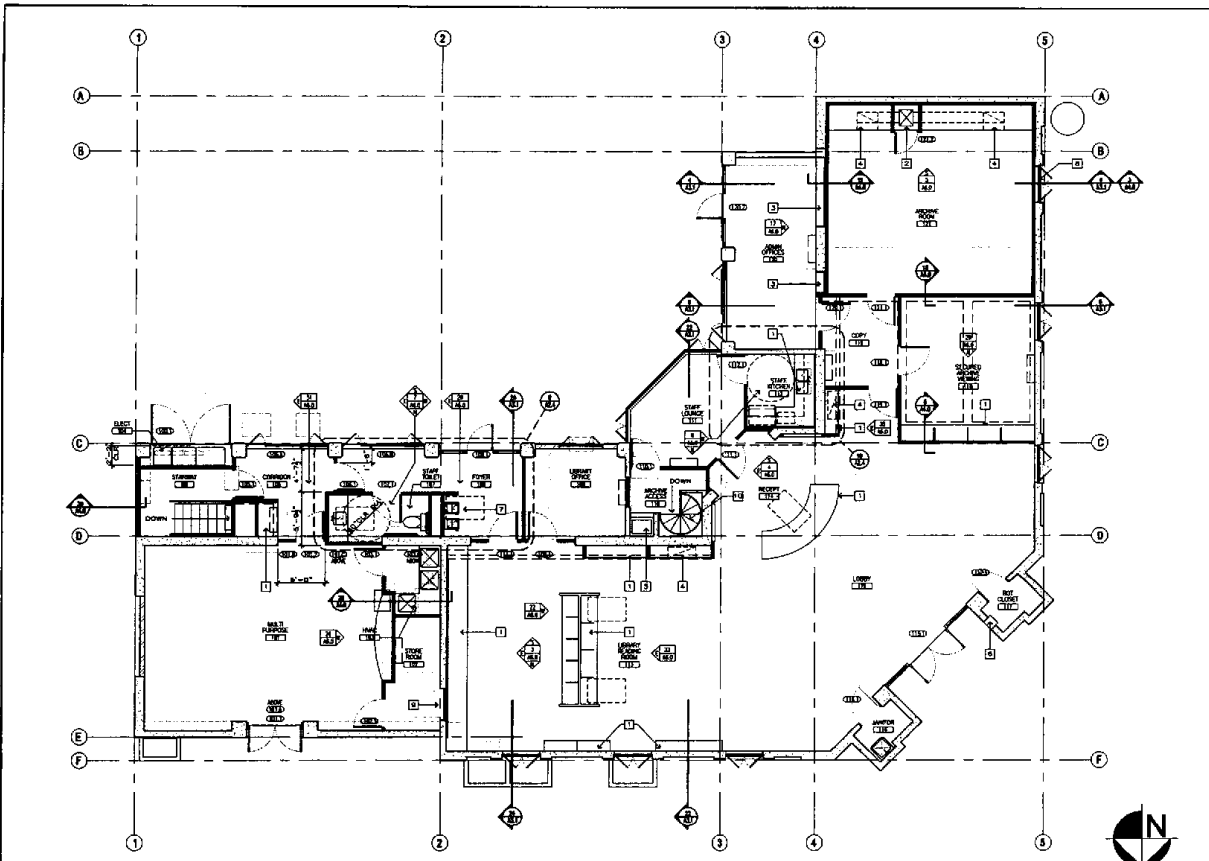
Allen F. Smoot, Special Projects Coordinator



David H. Ready, City Manager

Attachments:

1. Floor Plan
2. Project Budget Estimate
3. Additional Service Request



- KEY NOTES:**
- (N) CASEWORK - SEE INTERIOR ELEV.
  - (M) HVAC EQUIPMENT - SEE MECHANICAL SPEC.
  - (E) CASEWORK RELOCATED - SEE INTERIOR ELEV.
  - (H) HVAC DUCTWORK & HANGERS RELOC.
  - (C) DRAIN/WATER - REPAIR/REPLACE.
  - (S) SINK DOOR TO REMAIN - SEALED FROM INTERIOR SIDE.
  - (F) HIGH-LOW DRINKING FOUNTAIN - SEE 17/AS.0 & 18/AS.0 FOR ADDITIONAL NOTES AND DIMENSIONS.
  - (E) WINDOW TO REMAIN w/ OPaque FILM APPLIED TO INTERIOR FACE OF GLASS.
  - (C) ANY CABINET - SEE ELECT. POWER & SIGNAL.
  - (S) SIGNAL STAIR AND HANGING TO REMAIN - TO BE REINFORCED AT ATTACHMENTS TO STRUCTURE (S) HANG DUCT FROM EQUIPMENT AT GROUND LEVEL.
  - (C) CONCRETE COLUMN TO REMAIN.
  - (C) AIRWAY TO GROUND LEVEL ABOVE.
  - (S) DASHED OUTLINE OF (S) WALLS AT GROUND LEVEL.
  - (S) CLEAR SPACE.
  - (N) OPEN BARS - SEE 19/AS.0 FOR ADDITIONAL NOTES AND DIMENSIONS.
  - (N) ACCESSIBLE HEIGHT WATER CLOSET - SEE 14/AS.0 & PLUMBING DRAWINGS FOR ADDITIONAL NOTES.
  - (N) 1" PLUMBED WALL.
  - (N) STAINLESS STEEL 2-COMPARTMENT SINK SEE PLUMBING DRAWINGS.
  - (N) COUNTER TOP MICROWAVE.
  - (N) REFRIGERATOR w/ CONNECTION TO WATER FOR ICE MAKER - SEE PLUMBING DRAWINGS.

**KEY NOTES**

REMODEL FLOOR PLAN - GROUND LEVEL

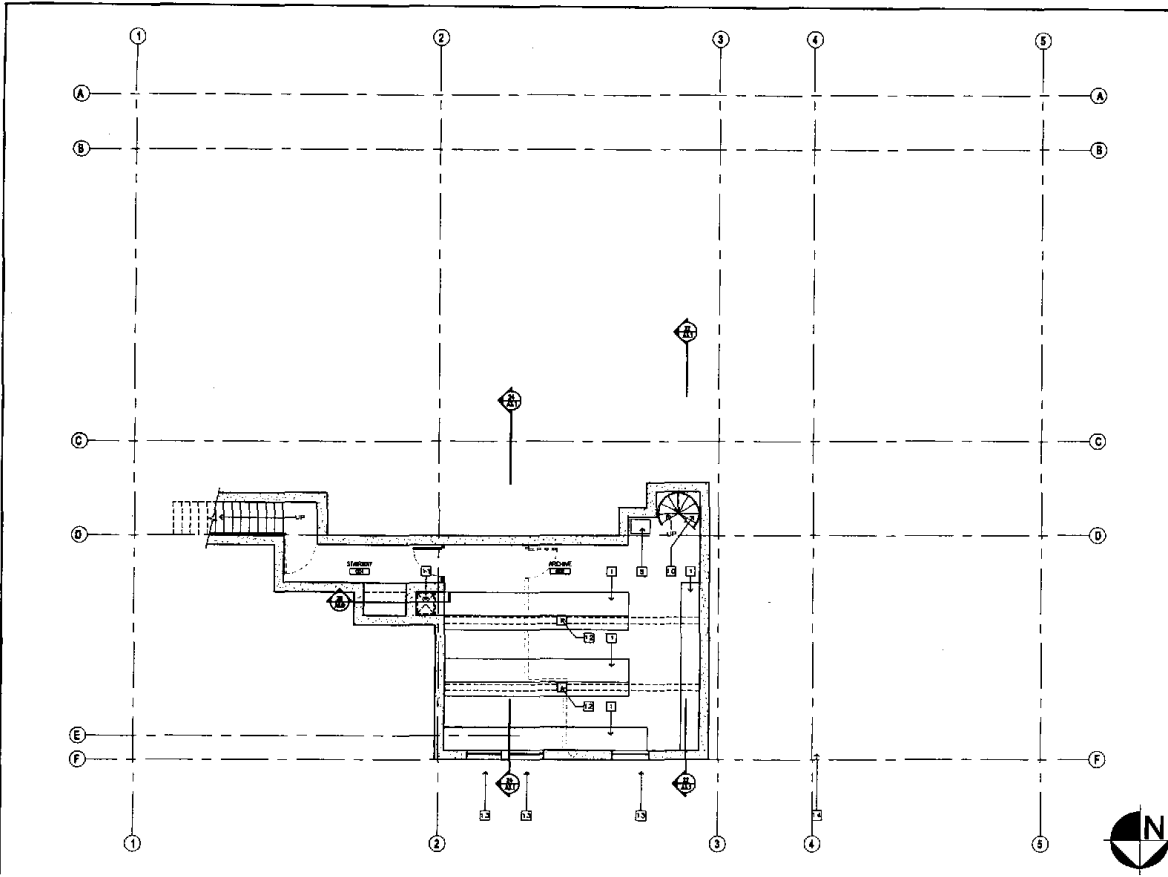
- 12 WALL LEGEND**
- (S) CONCRETE WALL
  - (K) CONCRETE BLOCK WALL
  - (E) 2x STUD WALL
  - (C) CONCRETE WALL TO BE REMOVED
  - (K) CONCRETE BLOCK WALL TO BE REMOVED
  - (E) 2x STUD WALL TO BE REMOVED
  - (N) 2x STUD WALL

WILLIAM S. KLEINER ARCHITECTS  
 1000 EAST 17TH AVENUE, SUITE 1000, DENVER, CO 80202  
 PHONE: 303.733.1111 FAX: 303.733.1112  
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CITY OF PALM SPRINGS  
 2000 EAST TANDLER CANYON DRIVE, PALM SPRINGS, CALIFORNIA 92262  
 PATRICIA BARNES, DESIGNER  
 100 South Palm Canyon Drive, Palm Springs, California 92262  
 REMODEL FLOOR PLAN - GROUND LEVEL

SHEET NO. A2.3

04



- KEY NOTES**
1. (N) CASEWORK - SEE INTERIOR ELEV.
  2. (N) HVAC EQUIPMENT - SEE MECHANICAL DWGS.
  3. (E) CASEWORK RELOCATED - SEE INTERIOR ELEV.
  4. (N) HVAC DUCTWORK & REGISTER BELOW.
  5. (E) CASEWORK - REFINISHED.
  6. (E) BOOM DROP TO REMAIN - SEALED FROM INTERIOR SIDE.
  7. (N) HIGH-LOW DRAINAGE FOUNTAIN.
  8. (E) WINDOW TO REMAIN w/ OPALQUE FILM APPLIED TO INTERIOR FACE OF GLASS.
  9. (N) W/ CABINET - SEE ELEC. POWER & SIGNAL PLAN.
  10. (E) SPIRAL STAIR AND HANDRAIL TO REMAIN - TO BE REINFORCED AT ATTACHMENTS TO STRUCTURE.
  11. (E) HVAC DUCT FROM EQUIPMENT AT GROUND LEVEL.
  12. (E) CONCRETE COLUMN TO REMAIN.
  13. (E) HEADWAY TO GROUND LEVEL ABOVE.
  14. DASHED OUTLINE OF (E) WALLS AT GROUND LEVEL ABOVE.

WILLIAM G. BENDERLEY  
ARCHITECT  
1000 S. MAIN ST. SUITE 100  
PALM SPRINGS, CALIFORNIA 92262  
TEL: 760/325-1111

**KEY NOTES**

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	3
	4
	5

**REMODEL FLOOR PLAN - BASEMENT LEVEL**

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- WALL LEGEND**
- (E) CONCRETE WALL
  - (E) CONCRETE BLOCK WALL
  - (E) 2x STUD WALL
  - (E) CONCRETE WALL TO BE REMOVED
  - (E) CONCRETE BLOCK WALL TO BE REMOVED
  - (E) 2x STUD WALL TO BE REMOVED
  - (N) 2x STUD WALL

CITY OF PALM SPRINGS  
3800 EAST AVENUE, SUITE 100, PALM SPRINGS, CALIFORNIA 92262  
INTERIOR REMODEL, WOODBURY LIBRARY, MANUAL LIBRARY  
1000 S. MAIN ST. SUITE 100, PALM SPRINGS, CALIFORNIA 92262  
REMODEL FLOOR PLAN - BASEMENT LEVEL

A2.2

05

## WELWOOD MURRAY MEMORIAL LIBRARY BUDGET ESTIMATE

Nov.21, 2013

### Soft Costs

Plan Check Fees	\$9,000
Advertising Bids	\$1,200
Blueprinting	\$10,000
Special Inspection & Testing	\$16,000
Hazardous Material Testing & Monitor	\$10,500
Admin/Owners Rep.	<u>\$34,000</u>
<b>SubTotal Soft Costs</b>	<b>\$80,700</b>

### Other Costs

Furniture (Not including Historical Soc	\$80,000
Communications	\$14,000
Equipment (Computers etc)	<u>\$48,500</u>
<b>SubTotal Other Costs</b>	<b>\$142,500</b>

### Construction Costs

Hazardous Material Removal	\$68,000
Infrastructue (Elect, Mech , Plumb)	\$400,668
Landscape & Exterior Painting	\$45,000
Remaining Remodel Costs	\$352,197
Contingency (10%)	<u>\$61,374</u>
<b>SubTotal Construction Co</b>	<b>\$927,239</b>

**Project Total Estimate**                      **\$1,150,439**

October 30, 2013

**Al Smoot**  
Assistant City Manager  
City of Palm Springs  
3200 E. Tahquitz Canyon Way  
Palm Springs, CA 92262

Re: **Additional Service Request - ASR-3**  
**Scope of Work Changes and Increases to the Landscape Design**  
**Welwood Murray Memorial Library (WMML)**  
City of Palm Springs PO No.: 3-0432  
WGK Project No: 120801

Dear Mr. Smoot,

I am pleased to provide you with this proposal for additional services due to changes and increases in the SCOPE OF WORK requested in the Landscape Design. See ATTACHMENT "A" for a description of the Scope of Work changes.

**SCOPE OF WORK CHANGES AND INCREASES TO THE LANDSCAPE DESIGN**

The following is added to the Landscape Design portion of the SCOPE OF WORK:

- |   |            |
|---|------------|
| 1. Re-design the Courtyard landscape with an "Oasis Theme"  | \$5,400.00 |
| 2. Include the two (2) sidewalk landscape planters previously excluded                              | \$3,450.00 |
| 3. Include Courtyard metal fencing and two (2) security gates                                       | \$1,450.00 |
| 4. The Oasis Theme design requires an enhanced Drainage Plan and the introduction of a Grading Plan | \$2,500.00 |

**ADDITIONAL SERVICES:** Design, Construction Documents, Specifications, Bidding, Plan Check and Construction Administration

**ADDITIONAL SERVICE REQUEST: ASR-3**

The services described above will be performed for a FIXED FEE of:  
TWELVE THOUSAND EIGHT-HUNDRED DOLLARS (\$12,800.00)

Al, I trust that the above proposal for **ASR-3** meets with your approval. Please provide your acceptance and approval of this service and the fee by signing below.

Sincerely,

ACCEPTED and APPROVED:



William G. Kleindienst, Architect  
CA License No. C13125

\_\_\_\_\_  
Al Smoot  
Assistant City Manager

Date: \_\_\_\_\_

## ATTACHMENT "A"

### COURTYARD

Initial design direction was for a limited upgrade to the courtyard. The construction budget for the work was an allowance amount of \$45,000 for both flatwork and landscape.

Specific areas included:

1. Re-lay existing concrete inter-locking pavers to meet all ADA slope and cross-slope requirements. This is the Path of Travel (POT) for an ADA compliant entry and exit (see Section 5.5.1 of the executed agreement).
2. The layout of the current path to the WMML and the Wessman access walk and patio were to remain unchanged.
3. Landscaping was to be low maintenance plants along the face of the WMML.
4. Design for open space in the courtyard as requested by Library Director and staff.
5. Introduction of a planter along the WMML at the entry throat to the courtyard.
6. The existing three (3) mature trees were to remain, but were still under study for possible removal.

The introduction of an "Oasis Theme" design in the courtyard is an increase in the Scope of Work. Plant selections and palette will create a more complex design. Civil Engineering service increased based on additional study, design and drawings in the Drainage Plan and the introduction of a Grading Plan.

This is an increase to the Scope of Work in Design, Construction Documents and Construction Administration.  
This was not a part of the cost estimate and will reflect an increase in the construction budget.

### STREET PLANTERS

The two (2) planters that line the building street face of the WMML on South Palm Canyon Drive and Tahquitz Canyon Way were specifically discussed and deleted from the current Scope of Work. The Architect noted that the planting palettes of these two (2) planting areas did not match and informed the City.

The decision was made to exclude the street planters from the Scope of Work (see Section 2.4.1 and 3.6.1 of the executed agreement).

This is an increase to the Scope of Work in Design, Construction Documents and Construction Administration.  
This was not a part of the cost estimate and will reflect an increase in the construction budget.

### FENCING AND GATES

The addition of fencing and security gates was introduced by the Project Sub-Committee. The design team received specific direction to include these items in the courtyard design.

This is an increase to the Scope of Work in Design, Construction Documents and Construction Administration.  
This was not a part of the cost estimate and will reflect an increase in the construction budget.