

FINANCE COMMITTEE MEETING

October 20, 2020

ITEM 7

SCHEDULE FOR COMPLETION OF ARCHITECTURAL DESIGN AND CONSTRUCTION OF RENOVATED PUBLIC SAFETY BUILDING

SUMMARY OF RECOMMENDATION

Receive an update from the general manager regarding the architect's estimated schedule for completion of the architectural design and construction of the renovated Public Safety Building.

BACKGROUND

The architectural firm of RossDrulisCusenbery (RDC) was initially engaged by the Kensington Fire Protection District (KFPD) to design a necessary renovation of the KFPD Public Safety Building (PSB). On September 11, 2019, RDC presented a design for the PSB that housed only the KFPD. After that, the KPPCSD pursued the idea of having RDC develop a design that would house both departments in the current PSB, and subsequently worked with both the Fire District and RDC for permission to engage RDC.

At its meeting of January 23, 2020, the KPPCSD Board, with the concurrence of the KFPD, approved an agreement with RDC in the amount of \$15,673 for their firm to develop a design for the renovation of the Public Safety Building that could accommodate space needs of both KFPD and the KPPCSD Police Department. It was understood that there was no guarantee that this work by RDC would result in a feasible design, but the Board majority felt that it was worthwhile to fund this important additional attempt at a solution.

During the course of the work by RDC, several technical design issues arose that required additional analysis and meeting(s) with the Contra Costa County Building Official. These issues involved accessibility and seismic requirements for the renovated Public Safety Building, and were outside of the original scope of work contracted for by KPPCSD. To continue this architectural analysis, the KPPCSD provided additional funding for an Extra Service Request (ESR 001), with the cost of that ESR split evenly with the Fire District. The cost to each agency was approximately \$13,000.

On September 17, 2020, KPPCSD staff received from the architect draft conceptual plans for a new Option D (attached) for the renovated Public Safety Building. This conceptual plan incorporates an elevator and a wheelchair lift, and has a redesigned space on the ground floor to improve the layout of the Kensington Police Department based on prior comments from the department. The ground floor also incorporates the Kensington Fire Department's preferred layout for the apparatus bays and support spaces. The conceptual design encloses the outdoor deck area, and includes modifications to meet accessibility codes. Since receiving this Option D, KPPCSD staff have participated in discussions with the architect regarding the conceptual design.

In response to a request by KPPCSD staff, the architects provided a schedule for general planning purposes that describes the activities and timetable from now through project completion, assuming that there are no unforeseen obstacles. This schedule is attached, and is being provided to the Finance

Committee for information purposes in the context of financial planning. In providing this schedule, the architect noted that, "This draft schedule is based on durations, not dates, and should be calculated from the formal date we receive Notice To Proceed (with detailed facility design)."

As noted in the draft schedule, the duration of the design phase is approximately 11-12 months from the notice to proceed with this phase, followed by a bid/construction phase of 14-16 months, and a total project duration of 28-30 months.

RECOMMENDATION

Receive an update from the general manager regarding the architect's estimated schedule for completion of the architectural design process and construction of the renovated Public Safety Building.

FISCAL IMPACT

The initial contract between KPPCSD and RDC was for the amount of \$15,673; the ESR approved by the KPPCSD Board was for an additional \$13,000; and the General Manager authorized a \$3,000 increase to the amount of the ESR. The total cost to date, then, for architectural services by RDC based on these authorized expenditures to date is approximately \$32,000. Funding is from budgeted capital funds.

ATTACHMENTS

Kensington Public Safety Building Draft Workplan/Schedule

SUBMITTED BY:

Bill Lindsay
Interim General Manager

NO.	DESCRIPTION PHASE / TASK	WEEKS	COMMENTS
KENSINGTON PUBLIC SFAETY BUILDING RENOVATION			
1	PREDESIGN / DISCOVERY Building scan & as-built drawings Property Survey Geotechnical / Soils Report	6	
2	SCHEMATIC DESIGN (SD)	6	
3	Schematic Design Cost Estimate	2	
4	Owner Review of Schematic Design Documents	2	
5	DESIGN DEVELOPMENT (DD)	10	
6	Design Development Cost Estimate	2	
7	Owner Review of Design Development Documents	2	
8	CONSTRUCTION DOCUMENTS (CD) 75%	10	
9	75% Construction Documents Cost Estimate		2 wks - Concurrent with County Plan Check
10	Owner Review of 75% CD documents		2 weeks - Concurrent with County Plan Check
11	Utility Approvals		Concurrent with CD tasks
12	County Plan Check Process	12	
13	Construction Documents 100% / Bid Documents	2	
	TOTAL DESIGN PHASE	54	11 - 12 months
14	BID PHASE Bidding Contract Award Notice to Proceed	10	2.5 months
15	CONSTRUCTION PHASE	52	12 months
	TOTAL PROJECT DURATION	116	28 - 30 months

NO.	DESCRIPTION PHASE / TASK	WEEKS	COMMENTS
	TEMPORARY PUBLIC SAFETY BUILDING FACILITY		
			Concurrent with Design Phase of main project. Assumes use of modular structures.
16	SITE IDENTIFICATION & ACQUISITION	8	
17	DESIGN	6	
18	PLAN CHECK & PERMIT PROCESS	4	
19	PROCUREMENT OF MODULAR STRUCTURES	12	
20	CONSTRUCTION AND MODULAR INSTALL	4	
21	MOVE KPSB TO TEMPORARY FACILITY	2	
	TOTAL TEMPORARY FACILITY	36	9 months