

BOARD OF DIRECTORS MEETING

July 9, 2020

ITEM 9

APPROVAL OF THE EXTRA SERVICE REQUEST FOR ARCHITECTURAL SERVICES FROM ROSSDRULISCUSENBERY TO DETERMINE ACCESSIBILITY AND SEISMIC REQUIREMENTS FOR THE PUBLIC SAFETY BUILDING

SUMMARY OF RECOMMENDATION

Discuss and consider approval of the Extra Service Request (ESR 001) from RossDrulisCusenbery (RDC) for undertaking architectural work to determine accessibility and seismic requirements for the Public Safety Building.

BACKGROUND

The architectural firm of RossDrulisCusenbery (RDC) was engaged by the Kensington Fire Protection District (KFPD) to design a necessary renovation of the KFPD Public Safety Building. 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 do an architectural analysis to determine whether a renovation of the Public Safety Building 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 additional analysis.

During the course of the work by RDC, several technical design issues have arisen that require additional analysis and meeting(s) with the Contra Costa County Building Official. These issues involve accessibility and seismic requirements for the renovated Public Safety Building, and are outside of the original scope of work contracted for by KPPCSD. To continue this architectural analysis will require KPPCSD to fund an Extra Service Request (ESR 001). Following discussions between the interim general managers of KPPCSD and KFPD, the Fire District has agreed to fund 50% of the cost for this additional analysis.

The ESR will fund preparation for, and meetings with, the County Building Official to (1) determine if the approving agencies will require that the project be retrofitted with an elevator; and (2) determine if the interior area of the building can be increased onto the exterior porch to allow for extra program area. This ESR covers the effort needed to prepare for the meetings (code review/research), schedule and attend the meetings, and document the meeting results for presentation to the respective Boards. It also includes the provision to have RDC's structural engineer attend the meetings.

The attached ESR is identical to the agreement RDC currently has with the KFPD. It is a time and materials (T&M), open contract specific to the scope outlined. The purpose of a T&M contract is that it is difficult to predict the effort required. The technical issues may be resolved in one meeting with the County, or RDC may be required to attend several meetings, with different individuals, as the topic develops. By using a T&M contract, RDC can move at a quick pace, and not require re-authorization for each sub-set of tasks. RDC estimates that the cost to complete ESR1 will be approximately \$25,000, which will be split between KPPCSD and KFPD. The interim general manager will work with RDC to monitor the cost of the T&M work.

It is important to note that, as discussed at the January 23, 2020 meeting, there is still no guarantee that this work by RDC will result in a feasible design for accommodating both districts, but the Board may wish to continue this design analysis to better understand what the facility options may be.

RECOMMENDATION

Approve the Extra Service Request (ESR 001) from RossDrulisCusenbery for undertaking architectural work to determine accessibility and seismic requirements for the Public Safety Building.

FISCAL IMPACT

The cost to fund the ESR will be split between KPPCSD and KPFD at an approximate cost of \$12,500 to each agency. Funding for the KPPCSD share is from capital funds.

ATTACHMENTS

ESR from RossDrulisCusenbery

SUBMITTED BY:

Bill Lindsay
Interim General Manager