



staff report

TO: Honorable Mayor and Members of the City Council

ATTENTION: Jeffrey L. Stewart, City Manager

FROM: Len Gorecki, Director of Public Works
Bernardo Iniguez, Public Works Manager

SUBJECT: Consideration and possible action to authorize the City Manager to execute Amendment No. 4 to Agreement File No. 582, in a form approved by the Interim City Attorney, with Black, O'Dowd and Associates, Inc., dba BOA Architecture, to extend the term, modify the scope of services, and increase the compensation for design of the Thompson Park community center ADA counter and restroom privacy partition, and Aquatic Center office space and locker room ADA renovation.

DATE: March 14, 2016

EXECUTIVE SUMMARY

This action would authorize the City Manager to execute Amendment No. 4 to Agreement File No. 582 (Amendment) with Black, O'Dowd and Associates, Inc., dba BOA Architecture (BOA). The purpose of the Amendment is to extend the term of the Agreement, modify the scope of services, and increase the compensation for additional design services.

RECOMMENDATION TO CITY COUNCIL

- 1) Authorize the City Manager to execute Amendment No. 4 to Agreement File No. 582, in a form approved by the Interim City Attorney; or
- 2) Alternatively, discuss and take other action related to this item.

FISCAL IMPACT

The total compensation to be paid to BOA under the current Agreement is an amount not to exceed \$60,340. The total actual payments made to BOA were \$51,925, leaving a remaining balance of \$8,415 in the Agreement. The additional design services to be provided by BOA under Amendment No. 4 will cost \$19,000. The Amendment would increase the compensation to be paid to BOA by \$10,585, for a total compensation amount not to exceed \$70,925. Sufficient funds are available in Budget Account No. 011-47220-9000.

DISCUSSION

On November 13, 2012, the City entered into Agreement File No. 582 with BOA for design of facility ADA improvements at Caruthers Park, Thompson Park, and the Aquatic Center. On March 15, 2013, Amendment No. 1 increased the compensation

due to unforeseen circumstances in the progress of work. On July 14, 2014, Amendment No. 2 modified the scope of services and increased the compensation by adding the design of the City Hall first floor front counter renovation. On January 1, 2015, Amendment No. 3 extended the term of the Agreement through December 31, 2015.

On February 10, 2016, Public Works staff and the Director of Parks and Recreation conducted a site visit with BOA at the Aquatic Center to discuss the upcoming ADA improvement project for the Aquatic Center and assess whether additional design elements should be incorporated into the construction plans. Based on the site visit, BOA was directed to provide a proposal for additional design services to add the Thompson Park community center ADA counters, Thompson Park restroom privacy partitions, and Aquatic Center new office space and ADA locker room renovations to the construction plans.

On February 15, 2016, BOA provided a proposal for the requested additional design services for a fee of \$19,000. Public Works has reviewed the proposal and finds it acceptable. There is a balance of \$8,415 remaining in the current Agreement; therefore, an additional amount of \$10,585 would be required to pay for the additional design services. The proposed Amendment No. 4 would extend the term of the Agreement through December 31, 2016, modify the scope of services to add the requested additional design services, and increase the compensation.

Should the City Council approve the Amendment, it is understood that the construction cost estimate for the Aquatic Center ADA improvements may increase due to the additional design elements. Public Works intends to include the additional design elements as bid additives in the upcoming bid solicitation, which will give the City more flexibility in determining whether to proceed with construction of the additional design elements.

ATTACHMENT

Amendment No. 4 to Agreement File No. 582..... 3

**AMENDMENT NO. 4 TO
AGREEMENT FILE NO. 582 BETWEEN
THE CITY OF BELLFLOWER AND
BLACK, O'DOWD AND ASSOCIATES, INC., dba BOA ARCHITECTURE
FOR DESIGN OF THOMPSON PARK COMMUNITY CENTER ADA COUNTER
AND RESTROOM PRIVACY PARTITION, AND AQUATIC CENTER OFFICE SPACE
AND LOCKER ROOM ADA RENOVATION**

THIS AMENDMENT NO. 4 ("Amendment") is made and entered into this 14th day of March 2016 by and between the CITY OF BELLFLOWER, a general law city and municipal corporation ("CITY"), and Black, O'Dowd and Associates, Inc., dba BOA Architecture, a California corporation ("CONSULTANT").

1. Pursuant to Section 1 of Agreement File No. 582 ("Agreement"), the term is amended to read:

"This Agreement commences on November 13, 2012, and remains and continues in effect until tasks described herein are completed, but in no event later than December 31, 2016, unless sooner terminated pursuant to the provisions of this Agreement."

2. Pursuant to Section 5(b) of Agreement File No. 582 ("Agreement"), Section 5(a) is amended to read:

"City agrees to pay Consultant monthly, in accordance with the payment rates and terms and the schedule of payment as set forth in Exhibit B, which is incorporated by reference, based upon actual time spent on the above tasks. This amount cannot exceed \$70,925 for the total term of the Agreement, unless additional payment is approved as provided in this Agreement."

3. Exhibit A (Scope of Services) is amended by adding the following task:

"Task 8. Additional Design Services for Thompson Park Community Center ADA Counter, Restroom Privacy Partition, and Aquatic Center Office Space and Locker Room ADA Renovation. Consultant will provide services detailed in Consultant's proposal dated February 15, 2015, attached hereto as Exhibit A1, which is incorporated by reference."

4. Exhibit B (Payment Schedule), Section 2 (Maximum Payment) is amended to read:

"Total expenditures made under this Agreement cannot exceed \$70,925. Payments in excess of \$67,840.00 will require prior written approval by City's Public Works Director for specified additional work not identified in Exhibit A. Payment for each Task defined in the Scope of Services shall be as follows:

Task 1 - Project Initiation	\$3,630
Task 2 - Architectural Schematic Design	\$5,650
Task 3 - Engineering by Consultants	\$10,670
Task 4 - Architectural Construction Documents	\$16,290
Task 5 - Bidding Assistance	\$1,000
Task 6 - Construction Support @ \$1,000 per site	\$4,000

Task 7 - Front Counter Add./Ren. at Bellflower City Hall	\$7,600
Task 8 - Additional Design Services for Thompson Park Community Center ADA Counter, Restroom Privacy Partition, and Aquatic Center Office Space and Locker Room ADA Renovation	\$19,000
Subtotal	\$67,840

Optional Tasks:

A. Rendering @ \$2,000 per site	\$0
B. Structural Engineering	\$0
C. <u>Additional Work, if any</u>	\$3,085

TOTAL \$70,920”

5. This Amendment may be executed in any number or counterparts, each of which will be an original, but all of which together constitutes one instrument executed on the same date.

6. Except as modified by this Amendment, all other terms and conditions of Agreement File No. 582 remain the same.

IN WITNESS WHEREOF the parties hereto have executed this contract the day and year first hereinabove written.

CITY OF BELLFLOWER

**BLACK, O’DOWD AND ASSOCIATES,
INC., dba BOA ARCHITECTURE**

Jeffrey L. Stewart, City Manager

Edward Lok G. Ng, President

ATTEST:

Mayra Ochiqui, City Clerk

Taxpayer ID No. 95-2632309

APPROVED AS TO FORM:

Karl H. Berger, Interim City Attorney



1511 Cota Ave.
Long Beach, CA 90813
Telephone: 310-832-2681

Website:
www.boaarchitecture.com

Feb. 15, 2016

Mr. Bernie Iniquez
City of Bellflower, Public Works
16600 Civic Center Drive
Bellflower, CA

**Re: Extra Services at Thompson Park for:
Community Center Counters and Restroom Privacy Partition and
Aquatic Center New Offices and Locker Room Renovation**

Dear Bernie:

As you know from our recent meeting last week on 2-10-16, you have added items to our scope of work at the Thompson Park Community Center and Aquatic Center facilities. We are requesting a total additional of \$19,000 in Fee for this extra design work as described below. Also see our attached itemized spreadsheet for breakdown, and attached sketches for location and graphic representation.

Extra Scope at Community Center

1. New power-assist doors at restrooms
2. New privacy partition for men's restroom
3. New ADA compliant service counter at lobby
4. New sliding pass-thru window at reception office
5. Replace desk cabinet with ADA compliant desk and counter

Extra Scope at Aquatic Center

1. 4 new power-assist operators at doors from lobby to locker rooms
2. New 42" wide storefront entry door with power assist at lobby
3. New partitions walls in men's and women's locker rooms to create 2 new office spaces
4. Provide new lighting and HVAC retrofitting in these 2 new offices
5. Replace benches and changing stalls in men's and women's locker rooms
6. Provide new tile flooring in men's and women's locker rooms

To be as efficient as possible with these 2 facilities, we will design and seek building permit approval concurrently

We are looking forward to successfully completing these 2 facilities, and we welcome any inquires you may have regarding this Extra Service request. If you have any questions, please contact me personally at (310) 832-2681 office or (310) 480-7730 cell.

BOA Architecture

A handwritten signature in black ink that reads "Ed Lok Ng" followed by the date "2-15-16".

Edward Lok Ng, Architect, LEED AP
President

FIXED FEE PROPOSAL

Extra Services at:

Thompson Park Community Ctr. and Aquatic Ctr.

date: Feb. 15, 2016

Construction Cost Estimate: TBD

prepared by: BOA for City of Bellflower, Dept. of Public Works

	HOURS	UNIT	HR RATE	COST	TOTAL
PRE-DESIGN					
meeting with Client	0	hrs	140	0	
project management	3	hrs	140	420	
site assessment, as-built measurements & photos	6	hrs	100	600	
CADD	3	hrs	100	300	
					1,320
DESIGN DEVELOPMENT					
meeting with Client	0	hrs	140	0	
project management	3	hrs	140	420	
site assessment, as-built measurements & photos	6	hrs	100	600	
CADD	5	hrs	100	500	
					1,520
SUB-CONSULTANTS and EXPENSES					
structural engineering				500	
mechanical engineering				0	
plumbing engineering				0	
electrical engineering				2,500	
expenses for blueprints, photocopies, mailing, mileage, misc.				260	
					3,260
ARCHITECTURAL CONSTRUCTION DOCUMENTS					
CADD or construction document drawings	52	hrs	100	5,200	
specialty detailing	6	hrs	140	840	
project management	10	hrs	140	1,400	
client meeting	4	hrs	140	560	
specifications in CSI format	5	hrs	140	700	
construction cost estimate	4	hrs	140	560	
quality control	6	hrs	140	840	
client/bldg dept dept submittal and corrections to comments	8	hrs	100	800	
					10,900
					DESIGN PHASE \$17,000
					CONSTRUCTION SUPPORT \$2,000
					DESIGN+CONSTRUCTION SUPPORT \$19,000

NOTES AND RESTRICTIONS

1. Client will provide all printing for bidding and construction phases.
2. BOA will provide blueprints for submittals to Bldg & Safety Dept..
3. The Owner will provide accurate as-built dwgs. if possible & locations of all utilities.
4. Client will be responsible for procurement of an asbestos/environmental report as required..

Handwritten signature and date:
 2-15-16

NEW COUNTER AND CABINETS AND KNEE SPACE THAT WILL BE ADA COMPLIANT

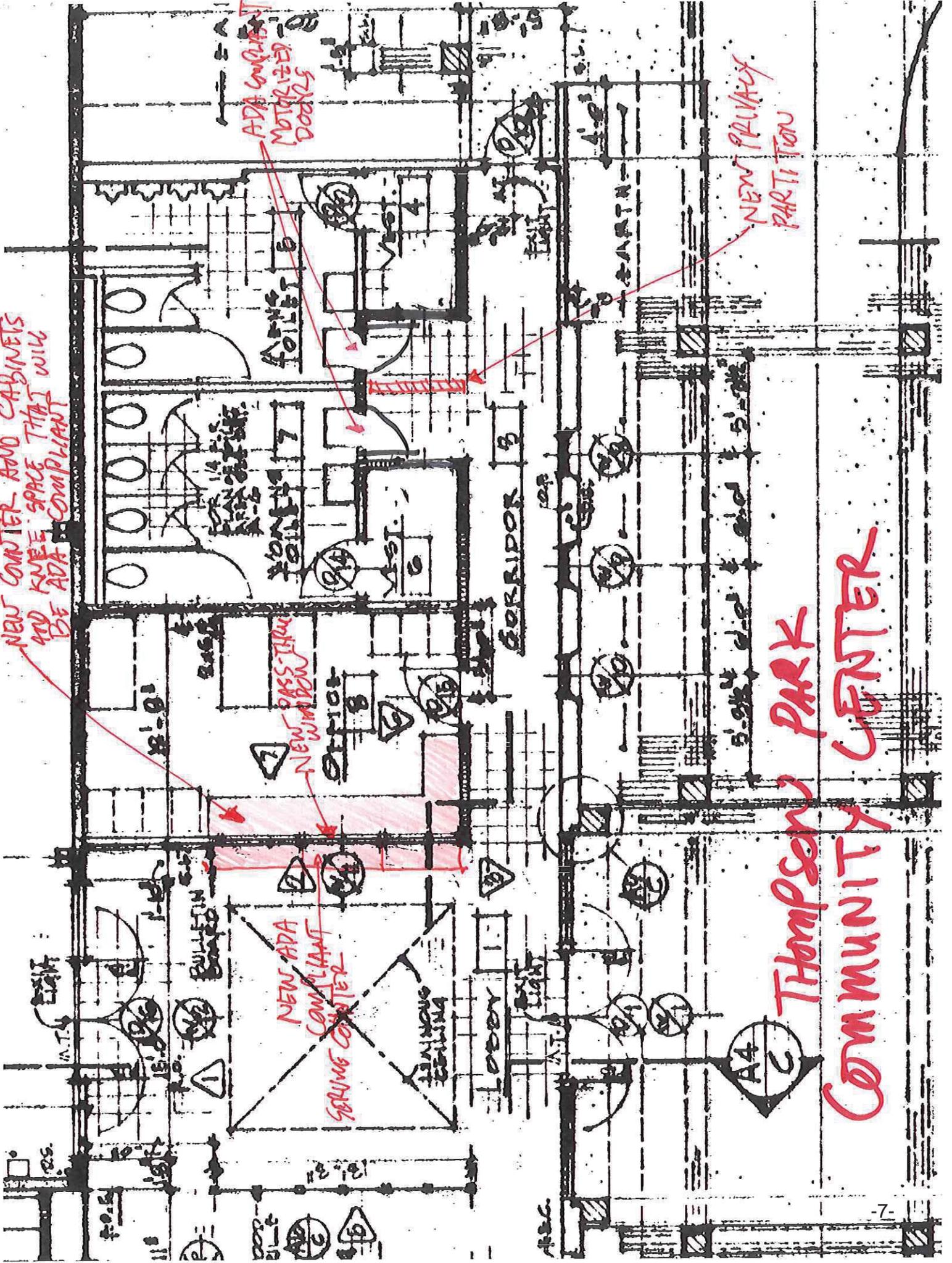
ADA COMPLIANT MOTORIZED DOORS

NEW PRIVACY PARTITION

NEW PASS THRU WINDOW

NEW ADA COMPLIANT SPRINKLER

THOMPSON PARK COMMUNITY CENTER



THOMPSON PARK AQUATIC CENTER

