



City of San Leandro

Meeting Date: November 6, 2017

Staff Report

File Number: 17-540 **Agenda Section:** CONSENT CALENDAR

Agenda Number: 8.D.

TO: City Council

FROM: Chris Zapata
City Manager

BY: Uchenna Udemezue
Engineering & Transportation Director

FINANCE REVIEW: David Baum
Finance Director

TITLE: Staff Report for a Resolution to Authorize the City Manager to Negotiate and Approve Increases in Individual and Cumulative Change Orders from 10% to 15% (from \$51,788 to \$77,682; an Increase of \$25,894) for the Construction Contract with Century Carpet for the Main Library Carpet Replacement Project, Project No. 2014.0370

SUMMARY AND RECOMMENDATIONS

This project is for the replacement of the carpet in the Main Library.

Staff recommends that the City Council authorize an increase of the Contract Change Order (CCO) Authorization from 10% to 15% (from \$51,788 to \$77,682; a Change Order Cap Increase of \$25,894) for the construction contract with Century Carpet resulting in a potential total contract of \$595,567.

The project budget has sufficient allocation to fund the increased cost.

BACKGROUND

This project replaces existing floor coverings throughout the Main Library, excluding the Auditorium and Project Literacy offices, which are not receiving new floor coverings.

On November 7, 2016, the City Council awarded a contract to Century Carpet for \$517,885 for the subject project and authorized the City Manager to approve contract change orders up to 5% of the total contract amount. Additional authorization for a contract change order increase of 5% (10% total) was approved on January 17, 2017 to cover costs to remove the existing stage area and to install self-leveling underlayment to address unexpected cracks in the floor slab in the Karp/Estudillo room.

Analysis

Authorization for an additional increase of 5% (\$25,894) for contract change orders is needed to cover the cost of two items not included in the original project scope. These changes to the original scope are:

- 1) Procurement of an additional 8,000 square feet of attic maintenance stock of replacement carpet tiles. Per the request of Public Works, staff recommends purchase of these tiles at a discount from the installer. Normally, 5% of attic stock is supplied on a typical project, but this additional stock is to ensure adequate supply for future maintenance.
- 2) Replacement of the Karp/Estudillo meeting room resilient flooring with a durable textile carpet product called Flotex. This product has the appearance of a textile floor covering and is functional, durable and easy to maintain. The contractor offered to substitute the current contracted flooring product, Forbo, with the aforementioned product, Flotex, at a fraction of the regular cost. Staff believes use of this replacement product is to the City's benefit as the Forbo flooring product is less scuff resistant than the Flotex flooring product, and thus the Flotex will lower lifecycle maintenance cost.

Current project funding is sufficient to complete this project and accommodate this increase to the change order limit.

Current Agency Policies

- Maintain and enhance San Leandro's infrastructure
- Support and implement programs and activities and strengthen communication that enhances the quality of life and wellness, celebrates the arts and diversity and promotes civic pride

Previous Actions

- On November 7, 2016 by Resolution No. 2016-143, City Council awarded a construction contract to Century Carpet for \$517,885, authorized the City Manager to approve individual and cumulative change orders up to 5% of the original contract amount, and additionally appropriated \$50,000 for painting and resilient flooring.
- On January 17, 2017 by Resolution No. 2017-007, City Council authorized the City Manager to negotiate and approve individual and cumulative change orders up to 10% (\$51,788) of the original contract.

Committee Review and Actions

- The project was presented to the City Council Facilities and Transportation Committee on July 19, 2016. Two carpet schemes were reviewed at this meeting; both were acceptable to the Committee. The additive alternates for resilient

flooring and painting were also discussed at this meeting; both additions were viewed as important and appropriate changes to incorporate into the project.

- The project was also presented to the San Leandro Library and Historical Commission on July 19, 2016. The Commission reviewed the two patterns presented to the City Council Facilities Committee and recommended to staff the carpet pattern to be used for the project.

Applicable General Plan Policies

- CSF-3.3; Adequate Funding: Ensure that library funding remains adequate to sustain or increase existing service levels, including staffing, programming, and technology upgrades. Maintain or exceed American Library Association standards throughout the City's library system.
- CSF-3.4; Library as Neighborhood Centers: Promote programs and events that affirm the role of the City's libraries as community and neighborhood gathering places and that reflect the City's diverse population.
- CSF-3.5; Resources for Self-Improvement: Ensure that San Leandro's libraries and other community institutions provide a setting for the open exchange of ideas and information and provide an opportunity for residents of all backgrounds to improve their skills and knowledge.

Environmental Review

A categorical exemption form CEQA per Section 153019(c) for 'Existing Facilities' was filed with Alameda County Recorder's Office for this project on October 2, 2015.

Summary of Public Outreach Efforts

- The project is described on the Engineering and Transportation Department website.

Fiscal Impacts

Total project cost is estimated to be \$606,000 as follows:

Design and Bidding	\$ 4,000
Construction management and inspection	\$ 6,433
Sub Total (Design, CM, and inspection)	\$ 10,433
Construction	\$517,885
Construction Change Order allowance (15%)	\$ 77,682
Sub Total Construction	\$595,567
Project Total	\$606,000

Budget Authority

<u>Account No.</u>	<u>Source</u>	<u>FY/Approp Date.</u>	<u>Amount</u>
210-38-372	CIP funds	Res. 2015-100, FY 2015-16	\$542,000
<u>210-38-372</u>	<u>CIP funds</u>	<u>Res. 2016-143, FY 2016-17</u>	<u>\$50,000</u>
		Current Project Appropriation	\$592,000
Additional funding from other sources for purchase of carpet attic maintenance stock:			
687-18-007	Facility Maint. Funds	Res. 2015-100, FY 2015-16	\$5,000
<u>150-68-012</u>	<u>State Library Grant Funds</u>	<u>Res. 2015-100, FY 2015-16</u>	<u>\$9,000</u>
		Total Project Appropriation	\$606,000

PREPARED BY: Mark Goralka, Associate Engineer, Engineering and Transportation Department



City of San Leandro

Meeting Date: November 6, 2017

Resolution - Council

File Number: 17-541 **Agenda Section:** CONSENT CALENDAR

Agenda Number:

TO: City Council

FROM: Chris Zapata
City Manager

BY: Keith Cooke
Engineering & Transportation Director

FINANCE REVIEW: David Baum
Finance Director

TITLE: RESOLUTION to Authorize the City Manager to Negotiate and Approve Increases in Individual and Cumulative Change Orders from 10% to 15% (from \$51,788 to \$77,682; an Increase of \$25,894) for the Construction Contract with Century Carpet for the Main Library Carpet Replacement Project, Project No. 2014.0370 (provides an increased contract change order cap for the construction contract with Century Carpet for the Main Library Carpet Replacement project)

WHEREAS, the City of San Leandro did on November 7, 2016 award a construction contract to Century Carpet by Resolution No. 2016-143 for the Main Library Carpet Replacement Project, Project No. 2014.0370; and

WHEREAS, the City of San Leandro did on January 17, 2017 increase the construction contract change order authorization to 10% by Resolution No. 2017-007 for the subject project; and

WHEREAS, in order to expedite the delivery of public projects on schedule and on budget, provide that subcontractors and workers are paid in a timely fashion, avoid as much as possible costly delay claims, and insure that the City completes projects and products that are to the City's highest standards, the City Council finds that providing authorization to negotiate and approve change orders is in the best interest of public health, safety and welfare.

NOW, THEREFORE, the City Council of the City of San Leandro does RESOLVE as follows:

That the City Manager or his designee is authorized to negotiate and approve cumulative change orders up to a maximum of \$77,682, which is 15% of the original contract amount.