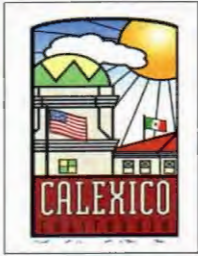


AGENDA
ITEM

12



AGENDA STAFF REPORT

DATE: December 10, 2019

TO: Mayor and City Council

APPROVED BY: David B. Dale, City Manager DD

PREPARED BY: David B. Dale, City Manager

SUBJECT: Authorize the City Manager to Sign Amendment No. 2 to the Agreement of Professional Services with 10 Over Studio for Architectural Services, Permitting, Bid Assistance and Construction Administration of the Calexico Fire Headquarters Station located at 430 East 5th Street

=====

Recommendation:

Authorize the City Manager to Sign Amendment No. 2 to the Agreement of Professional Services with 10 Over Studio for the preparation of Additional Bid Documentation on the Calexico Fire Headquarters Station located at 430 East 5th Street.

Background:

The City of Calexico has requested that Ten Over Studio amend the project scope of work for Task E – Bidding Assistance to include preparation of additional bid documents to support the City’s bid process that are beyond the original scope of services. The additional scope of work, deliverables and fees are noted in bold and italics text for Task E – Bidding Assistance.

Discussion & Analysis:

The City of Calexico has requested that Ten Over Studio prepare Division 0 specifications and bid instructions for the City to use for the public bid process. Ten Over Studio will assist the City with bidder outreach to the San Diego and Southern California plan rooms and general contractor associations. Ten Over Studio will submit the bid documents to the plan rooms and general contractor associations. The Ten Over Studio team will draft the bid advertisement that the City will submit to the local, San Diego and SoCal newspapers.

AGENDA
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Fiscal Impact:

The existing contract sum of \$547,175.00 will be increased by \$10,500.00, for a new total contract sum of \$557,675. Funds to be used are from the Measure H Bond proceeds.

Coordinated With:

Public Works Department.

Attachment(s):

1. 10 Over Studio, Inc. Amendment #2, Calexico Fire Headquarters Station dated November 25, 2019.



AGREEMENT FOR ARCHITECTURAL SERVICES AMENDMENT #2 CALEXICO FIRE HQ STATION PROJECT

DATE

November 25, 2019

CLIENT

City of Calexico Fire Department
415 E. Fourth Street, Calexico, CA 92231
Fire Chief Diego Favila 760.768.2150

ARCHITECT

Jim Duffy - TEN OVER STUDIO INC
539 Marsh Street, San Luis Obispo, CA 93401 - W 805.541.1010 M 805.540.8896 - jimd@tenoverstudio.com

PROJECT

Calexico New Fire Headquarters Station
430 E Fifth Street, Calexico, CA 92231

Per the following, this document represents an amendment to the work scope and fees of the original agreement dated December 5, 2018 and Amendment #1, dated February 25, 2019. All of the exclusions, notes, terms and conditions of the original agreement apply.

ADDITIONAL SCOPE OF WORK

The City of Calexico has requested that Ten Over Studio amend the scope of work for Task E to prepare additional bid documents to support the City's bid process that are beyond the original scope of services. *The additional scope of work, deliverables and fees are noted in bold and italics text for Task E - Bidding Assistance.*

TASK E: BIDDING ASSISTANCE

TEN OVER STUDIO and our consultant team will assist the City during the bidding phase to respond to bidder questions, prepare addendums, assist with the pre-bid meeting, and assist with the review of bids.

Ten Over Studio will prepare Division 0 specifications and bid instructions for the City of Calexico to use for the public bid process. Our team will assist the City with bidder outreach to the San Diego and southern California plan rooms and general contractor associations. We will submit the bid documents to the plan rooms and general contractor associations. The Ten Over Studio team will draft the bid advertisement that the City will submit to the local, San Diego and SoCal newspapers.

Tasks:

- Deliver permit ready, 100% construction documents for bidding
- *Preparation of bid documents, advertisement and outreach to plan rooms and general contractors*
- Respond to bidder questions
- Prepare bid addendums

TEN OVER STUDIO INC
805.541.1010
539 Marsh Street
San Luis Obispo, CA
info@tenoverstudio.com
tenoverstudio.com

CLIENTS INITIALS



Deliverables

- 100% construction documents for bidding
- 100% CD milestone construction cost estimate
- Prepare up to (2) bid addendums
- *Prepare bid Instructions and documents such as Division 0 specifications*
- *Prepare project bid advertisement for submission to local, San Diego and SoCal newspapers*
- *Submit bid documents to local, San Diego and SoCal plan rooms and general contractor associations*

Meetings:

- One (1) pre-bid meeting with City team and potential bidders. (Meeting to occur in Calexico)
- One (1) meeting with City team to open and review bids. (Meeting to occur in Calexico)

Schedule

- *2 weeks*

ARCHITECT'S FEES

TASKS	DESCRIPTION	TYPE	ORIGINAL FEE	ADDITIONAL FEE
A	SCHEMATIC DESIGN	FIXED	\$50,000	NA
B	DESIGN DEVELOPMENT	FIXED	\$98,500	NA
C	CONSTRUCTION DOCUMENTS	FIXED	\$139,500	NA
D	PERMITTING	FIXED	\$57,100	NA
E	BID ASSISTANCE	T&M, NTE	\$37,500	<i>\$10,500</i>
F	CONSTRUCTION ADMINISTRATION	T&M, NTE	\$120,000	NA
G	TOPOGRAPHIC SURVEY	FIXED	\$4,100	NA
H	STORMWATER MANAGEMENT	FIXED	\$9,500	NA
REIMBURSABLE EXPENSES BUDGET		T&M, NTE	\$30,975	NA
ORIGINAL FEE TOTAL			\$547,175	
ADDITIONAL FEE TOTAL				<i>10,500</i>

CLIENT

ARCHITECT

November 25, 2019

CLIENT

Date

Jim Duffy

Date

CA License # C30770

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