

MEETING DATE: 10/13/08

AGENDA ITEM: Approval of a Professional Services Agreement with McClaren, Wilson & Lawrie, Inc. (MWL) and a Professional Services Agreement with Widom Wein Cohen O'Leary Terasawa (WWTOC) for the Re-Design of the Firing Range Rehabilitation Project (P832).

ATTACHMENTS

		<u>Pages</u>
1	McClaren, Wilson & Lawrie, Inc., August 25, 2008 proposal	1-5
2	Widom Wein Cohen O'Leary Terasawa, September 26, 2008 proposal	6-12



McClaren, Wilson & Lawrie, Inc.

8705 North Central Avenue

Phoenix, Arizona 85020

602.331.4141

August 15, 2008

Mr. Hong Wang
Sr. Civil Engineer
9770 Culver Blvd.
Culver City, California
90232

Re Scope: Police Firearms Proficiency Range
Technical Design Assist
Previous Architects / Sole Source

Dear Mr. Wang:

Per our meeting on Thursday July 24, 2008 we forward this letter to memorialize the scope discussed and to suggest a fee for MWL to assist in that effort.

Situation:

The present design build package for the range has delivered a price that exceeds City expectations. The design also may have design elements that after review, in MWL's opinion, could prove inefficient and problematic to operations and overall maintenance.

Our recommendations include the following:

1. The Bullet Trap (Backstop)

The bullet trap suggested (Supertrap with Gel-Cor) is in our opinion the most appropriate for this facility. It is a patented design composed of rubber chunks that have been treated to be fire resistive. The rubber design minimizes lead spill on impact (when lead rounds must be used). After years of use these traps have proven to be easy to mine for lead recovery. It has a minimally distractive background. It reduces noise as rounds fire into the rubber chunks. Perhaps most importantly, it is the only rubber trap on the market with an independent test report assuring its fire resistive nature. Other rubber traps on the market have caught fire (for example: the new range in Santa Monica).

2. The Overhead Safety Baffle System

The present design has been planned to be monolithic (instead of the more cost effective and conventional individual baffle design). The design was prepared to isolate range noise from the floor above. In our opinion, for all its complexity, it may not be as effective as contemplated since it must stop short of the trap where the structural deck above is exposed. We believe a design using acoustical panels / boards attached directly to the underside of the floor above

Architects and Planners

www.mwlarchitects.com

Arizona Illinois Virginia

would be more effective and less costly. This would also allow complete (and essential) access to myriad of electrical conduit, waste lines, and utilities in the plenum space formed between the deck above and the overhead safety baffles.

The switch to a conventional safety baffle design would also allow for a better lighting and overhead fire suppression system.

3. The wall design as shown includes rubber wall protection panels installed over 3/8" AR 500 metal sheets on both of the long sidewalls. We note that one long sidewall is poured-in-place concrete and the other is masonry.

In light of the concrete construction we recommend filling all of the voids in the concrete with 5000 PSI concrete patching grout and covering it with the rubber blocks (eliminating the costly steel panels).

On the other sidewall we recommend installation of the steel protective panels for at least the first 32' of the range and then covering the entire sidewall with the same rubber blocks as used on the other sidewall. If the Police intend to fire primarily lead rounds, then I would switch my recommendation from rubber block panels to the much more expensive, but easily cleaned Troy panels (the same as planned for the underside of the deck above). AS we understand it for safety sake, the police plan to shoot primarily non-lead frangible training rounds.

4. Mechanical Design

We are not mechanical engineers, but the design shown did not have the laminar supply air design we normally expect to see on tactical ranges. It also appeared to only have expensive HEPA filters shown at the exhaust end behind the trap. We recommend that the design be reconsidered to have non-HEPA pre-filters in front of the HEPA filter.

5. Door at rear of the range.

The plans currently call for removal of the door at the rear of the range. We strongly recommend retaining that door opening to provide for the direct access from the hall for paramedics. It would need to be replaced with a ballistically rated sound door.

6. Bidding Sequence.

We feel that the project should be constructed in two bid packages. One package would be an expedited delivery contract limited to the range itself and would include: furnishing and installation of all range equipment, the

range's new independent mechanical system, range lighting, modification and reinstallation of the range fire suppression system, a new ballistic /acoustic rated door, and all range acoustical material. Since these systems all require tight coordination they should all be the responsibility of a single entity. We strongly recommend that this package be sole sourced to the only range equipment manufacturer that is capable of providing the fire resistive trap (Supertrap) we need.

A second bid package would be let as a design build and be limited to all of the areas that constitute a conventional tenant improvement package, which would include: the range control room and the ready room. This allows a small contractor (or the City itself) to bid / build only the portion they are fully competent to perform.

MWL scope:

We believe that the City of Culver City really only needs our support in preparing the drawings and specifications required for the range equipment manufacturer to bid and build an expedited delivery for the range itself. Our expertise is not required for the tenant improvement areas.

To accomplish bidding and construction of the range we suggest that MWL's scope include the three following items:

1. Assistance with the preparation of text for sole source justification.
2. Initial Telephone Meeting with the range Equipment Mfr. and contractor.
3. On-site Initial Coordination Mtg. with Builder.
4. Preparation of a plan, cross section, and details sufficient to convey to the architects and engineers changes needed to the original plans and specifications. The local architects and engineers would then use this data to prepare all needed drawings needed to obtain a building permit submission and construct the improvements needed to the range.
5. On-site meeting with architect and engineers to answer questions and resolve issues with their effort.
6. Three On-site meetings: 1. At commencement of construction, 2. An inspection at mid-point of installation, and 3. the final punchlist of the range.

7. Time to answer RFI type questions from the contractor and A/E team during construction.

Our fee (broken out on attached Exhibit A) is \$24,000. This fee includes all anticipated MWL labor and expenses for the three trips contemplated. If additional trips or labor beyond that specifically included in the fee is requested by Culver City, that effort will be billed on a time and materials basis.

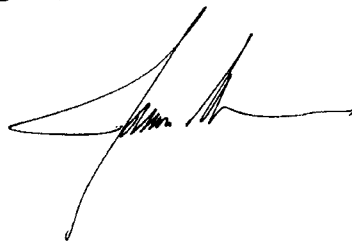
I would perform this work for MWL personally.

Once written approval of MWL's agreement is received, I will require three-four business weeks to prepare and forward the bid definition sketches for the local architects / engineers use.

Please indicate your acceptance of this proposal by signing and returning one copy of this proposal.

Thank you for this opportunity to provide service to Culver City.

Signed,



James Lewis McClaren, RA, NCARB
Principal: McClaren, Wilson and Lawrie, Inc.

Acceptance: Culver City

Name (Printed): _____

Title: _____

**Culver City Police Department
Police Firearms Range
EXHIBIT A**

• Technical Consulting •

Title:	Principal	Tech	Tech
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Trip	Rate:	\$250	\$150	\$75
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Prepare Range Design / Build Bridging Documents
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Remarks

OFC	Sole Source Justification	4	0	0
OFC	Meeting with Range Equip. Mfr.	4	0	0
1	Site mtg With City/Builder	8	0	0
OFC	Prepare Floor Plan	6	4	0
	Prepare Section (Baffle Layout)	6	4	0
	Prepare Limited Details	6	4	0
2	Mtg. With Architect / Engineers	8	0	0
3	Pre-Construction Mtg	8	0	0
	Answer RFI's	8	0	0
4	Mtg. Coonstruction Mid-point	8	0	0
5	Final Punchlist	8	0	0
OFC	Answer Misc. Questions	2	0	0
Subtotal Hours		76	12	0
Subtotal Fees		\$19,000	\$1,800	\$0

by Telephone

\$20,800

Summary: Space Needs Assessment

Total Labor Fee:

\$20,800

Travel Expenses:

\$3,200

Total Lump Sum Fixed Fee:

\$24,000

Anticipated Reimbursable Expenses:

	Trip 1	Trip 2	Trip 3	Trip 4	Trip 4	Total
Airfare	1	1	1	1	1	5
Hotel Nights	0	0	0	0	0	0
Rental Cars	1	1	1	1	1	5
Per Diems	1	1	1	1	1	5

Revised Summary:

Airfare (PHX - LA)	5	\$224	1.1		\$1,232
Hotel Nights	0	\$235	1.1		\$0
Rental Cars	5	\$119	1.1		\$655
Meal Per Diem	5	\$65	1		\$325
Misc. (Airport Parking, Tolls, Courier etc.) Allow:					\$988
Total Reimbursable Expenses					\$3,200

Referenced Standards:

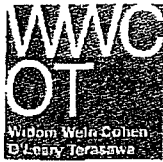
Airlines: Southwest or US Airways

Hotels: TBD

Rental Cars: Budget / Thrifty

McClaren, Wilson & Lawrie, Inc.
Public Safety Facility Consultants © 2008

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26 September 2008

Mr. Hong Wang, P.E.
Senior Civil Engineer
Culver City Public Works
9770 Culver Boulevard
Culver City, CA 90232-0507
Via fax: (310) 253-5626

Re: Culver City Police Station Firing Range
9770 Culver Boulevard
WWCOT Project No. 089031.00

Dear Mr. Wang:

Thank you for the opportunity to provide you with a proposal for preparing construction documents for the construction of an indoor firing range at the Culver City Police Station located at 9770 Culver Boulevard in Culver City, California.

We understand that the City of Culver City will contract with McLaren, Wilson & Laurie, Inc. (MWL), Architects and Planners, to provide a design for the firing range including a plan, section and details. Additional services will be provided by MWL as outlined in their proposal to the City of Culver City dated August 15, 2008. Super-Trap, a tactical shooting range equipment manufacturer and installer, will also be contracted with the City of Culver City to assist MWL in the design of the firing range.

I. SCOPE OF SERVICES

- A. Prepare construction documents based upon the plan, section and details provided by McLaren, Wilson & Laurie, Inc.
- B. Identify Phase I and Phase II work in the documents.
 - 1. Phase I shall primarily consist of the office and storage spaces.
 - 2. Phase II shall consist of the work in the firing range.
- C. One coordination meeting with MWL and Super-Trap.
- D. One coordination meeting with the City of Culver City to review the phasing.
- E. Submittal to and meeting with Culver City Building Safety Division in preparation of obtaining the architectural plan check approval.
 - 1. Two meetings with the Culver City Building Safety Division.
- F. Revising and resubmitting drawings as required by the Culver City Building Safety Division.
- G. Three on-site meetings during construction.
- H. Respond to contractor questions.
- I. Review shop drawing submittals.
- J. MEP and Structural engineering services as outlined in the attached proposal by TMAD Taylor & Gaines dated September 26, 2008 (revised).

Chester A. Widom, FAIA
Adrian O. Cohen, FAIA, LEED
Andrea Cohen Gehring, AIA, LEED
Pamela Tauschner, AIA
Benjamin Levin, AIA, LEED
Dean J. Vlahos, AIA, CCCA, LEED
Thomas Cestari, AIA
Jeff Grudsky, CID
Dennis T. Tanaka, AIA, LEED
Christopher S. Mills, AIA
Kaveh Amirdehghan, AIA
Gary J. Gery, AIA
Miguel Maio, AIA

Rudolph V. DeChellis, FAIA
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Mr. Hong Wang - Culver City Public Works
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II. FEE

A. Fee

1. WWCOT shall provide the above described services for a fixed fee of Sixty-One Thousand Three Hundred Dollars (\$61,300.00).
2. Billing will be on a monthly basis.

B. Additional Services

1. Additional services can be provided at the hourly rates as noted below in Paragraph D.
2. Scope of Work beyond that described in paragraph I above shall be considered additional services and will be billed accordingly.
3. Approval for additional services will be required before proceeding with the Work.

C. Exclusions

1. Geotechnical engineering.
2. Acoustical engineering or evaluation.
3. Firing range design or evaluation.

D. The architectural hourly rates are as noted.

Partner	\$265.00/hour
Principal	\$220.00/hour
Senior Associates	\$170.00/hour
Associates	\$160.00/hour
Senior Project Managers	\$150.00/hour
Project Managers	\$140.00/hour
Senior Project Designer	\$130.00/hour
Project Architect	\$120.00/hour
Intermediate Project Designer	\$115.00/hour
Senior Technical Staff	\$105.00/hour
Intermediate Technical Staff	\$95.00/hour
Technical Staff	\$85.00/hour
Clerical Staff	\$70.00/hour
Video Camera (excluding operator)	\$25.00/day
ThermaCAM - infrared camera (excludes operator)	\$150.00/hour
Manometer (excludes operator)	\$50.00/day

III. SCHEDULE

After receiving the Notice To Proceed and receiving the plan, section and details from McLaren, Wilson & Laurie, Inc., we will need 7 to 8 weeks to complete the drawings for plan check submittal.



Mr. Hong Wang - Culver City Public Works
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IV. REIMBURSABLE EXPENSES

A. Reimbursable expenses are out-of-pocket expenses in addition to compensation and include expenses incurred by the Architect and Architect's employees and consultants in the interest of the project. Architect shall be compensated for reimbursable expenses at the actual cost incurred times 1.15. Reimbursable expenses shall be defined as follows:

1. Transportation in connection with the project required outside of the Los Angeles area.
2. Reproductions, plotting and postage.
3. Other unscheduled direct project related expenditures.

V. AUTHORIZATION TO PROCEED

If the above fees and services meet with your approval, please sign this proposal and return one copy to us with the initial payment. We will then proceed with the work on the above project.

We are available to provide additional information or answer any questions. Again, we sincerely welcome this opportunity and look forward to being a part of your team.

Very truly yours,

WWCOT

Dean J. Vlahos, AIA, NCARB, CCCA, LEED AP
Partner
California License No. C-13990
310.857.5375
deanv@wwcot.com

ACCEPTED AND APPROVED

WWCOT is authorized to proceed with the work.

Mr. Hong Wang, Senior Civil Engineer
Culver City Public Works

Date

/ds

attachments:

TMAD Taylor Gaines proposal dated September 26, 2008 (revised)
McClaren, Wilson & Laurie, Inc. proposal dated August 15, 2008

cc: file



STRUCTURAL MECHANICAL ELECTRICAL AND CIVIL ENGINEERS

Anaheim Inland Empire Pasadena Phoenix San Diego San Francisco Thousand Oaks

September 26, 2008 (Revised)

Mr. David Sakaguchi, AIA
Principal
WWCOT
3130 Wilshire Blvd., 6th Floor
Santa Monica, CA 90403

Project: Culver City Police Station – Firing Range / TTG #2208-591P

Reference: MEP and Structural Engineering Services

Dear Mr. Sakaguchi,

TMAD TAYLOR & GAINES (TTG) is very pleased to submit the following MEP and Structural Consulting engineering services fee proposal for the above noted project.

BASIS OF PROPOSAL

1. The project MEP and Structural documents were completed for construction by others. TMAD TAYLOR & GAINES scope of work will be to take over design, make necessary modifications, obtain plan check corrections and provide support services during construction.
2. The firing range space is located in the basement of existing police station building. This space was being used as firing range and then shut down.
3. The firing range interior wall common to firing range and the corridor shall be covered by ¼" AR 500 steel plate.
4. All openings into the firing range shall be sealed.
5. The lighting in the firing range shall be provided with dimming capability.
6. There will not be any ceiling mounted targets. All targets shall be floor mounted.
7. The weapons clean up room shall be provided with exhaust.
8. TMAD TAYLOR & GAINES shall coordinate the design with "SUPER-TRAP" and McCaren, Wilson and Lawire, Inc, and WWCOT.
9. The firing range space will not be air conditioned. Only supply and exhaust fans will be provided to appropriately deal with the air movement. The supply air will be heated.
10. The expected loading of the existing ground floor slab for structural hung panels shall be about 27 lbs/SF.



Culver City Police Station
Firing Range
TTG #2208-591P
September 26, 2008 Rev1
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BASIS OF PROPOSAL (continued....)

11. All the existing utilities and conduit runs, waste lines, etc, shall remain. The location of access panels where required shall be coordinated.
12. New door and window openings in the existing CMU wall. Please note that we are assuming the new openings will not trigger full analysis of the existing structure.

SCOPE OF SERVICES

1. Review of the MEP and Structural drawings prepared by others.
2. Site visit to verify field conditions.
3. Review of existing as-build drawings.
4. Coordination meeting (one) with "SUPER-TRAP" and McClaren, Wilson and Lawire, Inc., and (one) with WWCOT.
5. Provide Structural calculations and details for ceiling suspended system, wall plate, exhaust fans, supply fans, equipment pads where required.
6. Prepare construction drawings for MEP and Structural.
7. Revise drawings as required by plan check authority. Obtain plan check approval.
8. Provide assistance during construction, respond to RFI's, shop drawings & Submittals. Attend up to two (2) site visits.
9. Prepare as-built drawings on the basis of mark-up drawings provided by contractors.

ASSUMPTIONS AND EXCLUSIONS

1. The existing fire protection & sprinkler system rework shall be by the sprinkler contractors.
2. Design change after Owner-approved Construction Document design will be considered additional services.
3. Documentation during construction for contractor proposed alterations or deviations from the approved documents.
4. Existing utilities are of adequate capacity to accommodate the work related to this project.
5. We will not perform lateral analysis for the existing structure due to the new openings.



Culver City Police Station
Firing Range
TTG #2208-591P
September 26, 2008 Rev1
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COMPENSATION

- Basic Service; We propose to provide the above described basic services for MEP and Structural as follows:

MEP: \$23,500

Structural: \$12,800

TOTAL: \$34,500 (Thirty four thousand five hundred dollars)

COMPENSATION (continued...)

- All reimburables such as plotting, printing, delivery, plan check fees, etc, will be billed at direct cost.
- Additional services will be billed per attached Hourly Rate Schedule.

SCHEDULE

We will need 6-8 weeks from the NTP to complete the drawings for plan check submittal.

We are committed to provide quality sustainable design services to your firm with ample flexibility to your design philosophy.

Please contact me should you have any questions or require clarifications.

Thank you!

Sincerely Submitted by,
TMAD TAYLOR & GAINES

Accepted by,
WWCOT

A handwritten signature in black ink, appearing to read "Naseer Ahmed".

September 26, 2008

Naseer Ahmed, P.E. Date
Vice President/Managing Principal

David Sakaguchi, AIA Date
Principal

Cc: Elaine Jeng, P.E. – Culver City Public Works
Jeff Peiten – Super-Trap



Culver City Police Station
Firing Range
TTG #2208-591P
September 26, 2008 Rev1
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2008
SCHEDULE OF CHARGES FOR
ENGINEERING SERVICES

The fee for our services will be based on the charges listed below. All fee quotations are applicable for a period of 90 days from the date of the proposal to which this schedule is attached. We reserve the right to modify these rates upon 30 days advance notice.

PERSONNEL HOURLY RATES

Principal	\$190	Designer	\$115
Project Manager.....	\$170	CADD Operator.....	\$85
Project/Senior Engineer.....	\$150	Construction Administrator.....	\$125
Engineer.....	\$125	Word Processor/Clerical	\$65

These rates apply to regular time and travel time in the continental United States. A maximum travel time of eight hours will be charged in any day. Overtime, if required in the interest of the project, will be charged at the above rates for professional personnel and at 1.5 times the above rates for other personnel. Overtime will apply to time in excess of eight hours per weekday and all time on Saturdays, Sundays, and holidays. In the event of adverse weather conditions or other factors beyond our control, a standby charge of four hours per weekday will be made for field personnel. Reimbursable expenses are in addition to personnel rates. Reimbursables will be billed at cost except as noted below.

MISCELLANEOUS CHARGES

Passenger Car..... \$0.50/mile with minimum of \$25/day
Plotting (except for in-house use)..... \$3.00/sheet Photo Copy..... \$0.15/page

ANNUAL ADJUSTMENT

These rates will be adjusted annually effective the beginning of each new year.

INSURANCE

TMAD TAYLOR & GAINES maintains General Liability Insurance for bodily injury and property damage with a limit of \$1,000,000 and professional Liability insurance with a limit of \$2,000,000 per occurrence for its own account and will furnish certificates of such insurance upon request. In the event the client desires additional coverage, we will, upon the client's written request, obtain additional insurance at the client's expense.