

City of Culver City, California
City Council Agenda Item Report

Meeting Date: 06/22/09	Item Number: C-7
AGENDA ITEM: Approval of an Amendment to the Existing Professional Services Agreement with RTI Consulting, Inc. for Construction Management Services for the Fire Station No. 3 Project, P-857	
Contact Person/Dept.: Andy O'Connell PW/Engr.	Phone Number (310) 253-5606
Fiscal Impact: Yes ☒ No ☐	General Fund: Yes ☒ No ☐
Public Hearing: ☐	Action Item: ☒ Attachments: ☐
Public Notification: Master E-Mail Notification List (06/17/09) Chief Jeff Eastman, Fire Department, by e-mail on (06/17/09) RTI Consulting verbally on (06/17/09)	
Department Approval: Charles D. Herbertson (06/12/09)	City Attorney Approval: Carol Schwab (by H. Baker) (06/17/09)
Chief Financial Officer Approval: Jeff Muir (by M. Noller) (06/17/09)	City Manager Approval: Mark Scott (06/18/09)

RECOMMENDATION:

Staff recommends the City Council approve amending the existing professional services agreement with RTI Consulting Inc. to provide Construction Management Services for the Fire Station No. 3 Project, P-857.

BACKGROUND/ DISCUSSION:

Due to the tragic death of the original construction manager, the project was suspended between January 9, 2009 and February 18, 2009. Upon restart of the work, the original construction management company, RCI Consultants, Inc. resigned. At that time it was imperative that a replacement construction manager be hired immediately. Staff decided to hire RTI Consultants, Inc. as the new construction manager since they were an original proposer for the construction management of the project; had previous experience with the City; and most importantly they were available to begin work immediately. In April 2009, the City Council approved a professional services agreement with RTI Consulting in the amount of \$38,205.

At that time it was expected that work on the Fire Station would be substantially completed by June 30, 2009 and that the final punch list items would be completed by July. Unfortunately, it has taken FEI Enterprises, Inc. longer than expected to bring back the sub-contractors to continue with the work. It is now estimated that work will be substantially complete by the end of July with punch list items being completed by the end of August. Additional work for the construction manager that was not originally contemplated, but is necessary, is the "de-bugging" period. After the Fire Station is occupied, there will be a period of time that any defect in material or workmanship may be identified and the proper course of action to repair these

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items will need to be taken. It is estimated that this should not take more than a month of operation to determine these items. Therefore, staff recommends that RTI Consultants, Inc. contract be extended to September 30, 2009, at an increased contract amount for their services of \$20,000 (plus an additional amount of \$16,000 for a total of \$36,000 as described further below).

During the suspension of work, security cameras were installed with a 24-hour unarmed security guard. It was then determined that it was less expensive to employ a security guard between 4 PM and 7 AM weekdays and 24-hours on weekend until the building was secured. Unfortunately it has taken a longer period of time to complete the installation of all the building's doors. Also the locking mechanism installed by the contractor for the doors was a simple plastic key insert that was considered to be inadequate to lock the doors. City Staff installed new lock cylinders with City keys. After this was complete the security guard contract was canceled. The total cost for the security guard during this period was \$16,000. In order to be more efficient in billing for these services, RTI Consultants, Inc. has agreed to make payment through their contract. Therefore, adding this amount to the \$20,000 mentioned above brings the total contract increase to \$36,000, for a total not-to-exceed amount of \$74,205.

FISCAL ANALYSIS:

There are sufficient funds in the Fire Station No. 3 CIP budget (42000857) to accommodate the cost of amending the RTI Consulting, Inc. agreement.

MOTIONS:

That the City Council:

1. Approve an amendment to the existing professional services agreement with RTI Consulting, Inc. for Construction Management Services for the Fire Station No.3 Project for an additional cost of \$36,000 (for a new total not-to-exceed amount of \$74,205); and,
2. Authorize the Public Works Director/City Engineer to increase the agreement by an amount not to exceed \$5,000, if necessary; and,
3. Authorize the City Attorney to review/prepare the necessary documents; and,
4. Authorize the City Manager to execute such documents on behalf of the City.