

MEETING DATE: 7/28/08

AGENDA ITEM: Amend the Existing Contract with Rollins Consulting, Inc. (RCI) for Construction management Services for the Fire Station No. 3 Project, P-857

ATTACHMENTS

		<u>Pages</u>
1	July 17, 2008, Rollins Consulting, Inc. proposal.	1-2



July 17, 2008

Mr. Andy O'Connell
Senior Civil Engineer
City of Culver City
9770 Culver Boulevard
Culver City, Ca. 90232-0507

Project: Fire Station No. 3/New Underground Fiber Optic Project
Subject: Add Service Proposal No. 3

Dear Mr. O'Connell,

As discussed, RCI's management agreement expires on July 31, 2008. As you requested, we herein submit our proposal for an extension of management services for the Fire Station 3 facility. As you are aware, due to inclement weather and various contractor delays, the estimated completion date is January 31, 2009.

Based upon the above, we propose a fee increase to our contract per the attached fee schedule (referenced as "Exhibit A") to compensate for the extension of construction management services for the duration from July 31, 2008 through the date of anticipated construction completion, punch list and closeout of January 31, 2009.

As a part of this contract extension, we also propose to manage the design and construction for the new Underground Fiber Optic Project, with estimated 6-month duration for completion. We understand the new Underground Fiber Optic project consists of the installation of new underground conduit and fiber optic cable along Playa Street, Hannum and Slauson Avenues, and ending at 6030 Bristol Parkway. The construction budget for this project is understood to be \$320,000.

It is understood that should completion occur on either project before January 31, 2009, the remaining contract funds would be utilized to complete the remaining project. Similarly, the City would realize a cost savings should completion of both projects occur at an earlier date.

If the above proposal is acceptable, please issue an amendment to our original contract in the amount of \$119,750.00 to compensate for the proposed services.

Respectfully submitted,

Nick Rollins
President

CC: Mate Gaspar-City of Culver City, Paul Bilodeau-RCI

Attachments: Exhibit "A", RCI Fee Schedule

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Program/Construction Management
www.rollinsconsultinginc.com

CITY OF CULVER CITY
Fire Station No. 3 Facility/ New Underground Fiber Optic Project
RCI - Add Service Proposal No. 3
Fee Schedule



Year	2008																								2009					Total Hours	Rate	Totals
Month	August					September				October				November					December					January								
Week Ending	3	10	17	24	31	7	14	21	28	5	12	19	26	2	9	16	23	30	7	14	21	28	4	11	18	25	31					
Project Manager - Hours/Wk	8	40	40	40	40	40	40	40	40	40	40	40	40	40														528	\$125	\$ 66,000		
*Project Manager - Hours/Wk															30	30	30	30	30	30	30	30	30	30	30	30	30	390	\$125	\$ 48,750		

Reimbursable Expenses: \$ 5,000

****Total Cost: \$ 119,750**

***Fee schedule reflects assessment of staff hour reduction due to leveling off of administrative documents, expected in November 2008. Includes travel time for daily visits.**