



# *Camarillo City Council*

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## **AGENDA REPORT**

Date: November 13, 2024

To: Honorable Mayor and City Councilmembers

From: Greg Ramirez, City Manager

Submitted by: Dave Klotzle, Public Works Director

Subject: City Hall Council Chambers Remodel (Project No. CH-09-01) – Agreement Amendments; and Ratify Landscape Maintenance Services Amendment

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## **BACKGROUND**

The City Hall Council Chambers Remodel – Project No. CH-09-01 (Chambers Project) is currently under construction to improve and modernize the original facility built in the 1970's which has not received any significant upgrades since its original construction.

On November 8, 2023, City Council approved several items required to move forward with the project including: 1) a construction contract with Pre Con Industries, Inc.; 2) a professional services agreement with Willdan Engineering (Willdan) for construction management and inspection services; and 3) an amendment to the agreement with project architect Ravatt, Albrecht & Associates, Inc., (Ravatt) to provide design support services during construction. The Chambers Project improves accessibility and includes improvements to technology, lighting, audio, seating, and other features upgrading the experience for those attending in person, as well as those who watch over livestream. The Chambers Project also incorporates security enhancements to ensure the safety of City employees, public officials, as well as the general public.

During construction of the Chambers Project, it has been determined that the two landscaped atriums connected to the chambers and the foyer should be upgraded. The atrium upgrades were not included in the initial project scope. The City's current landscape maintenance contractor maintains the existing atriums and is in the process of performing the necessary work to upgrade the atriums.

## **DISCUSSION**

### Ratify Landscape Services Agreement Amendment

On December 11, 2019, City Council approved Agreement No. 2019-159 (Contract) (Attachment 9) for a multi-year contract with Landscape Development Inc. (LDI) for city-

wide landscape maintenance services through June 30, 2023. City Council has approved seven amendments (Attachments 2 to 8) to the Contract thus far including a second one-year extension through June 30, 2025, including additional landscape services for Fiscal Year 2024/2025.

In coordination with the Chambers Project, landscape maintenance services are required to upgrade the landscaping in the foyer and council chambers atriums. The atrium work includes demolition and installation of a landscaped "living-wall", irrigation, drainage, plants, and hardscape. These improvements were not included in the initial City Hall Council Chambers Remodel Project.

To avoid significant schedule delays to the Chambers Project and the risk of damaging the newly installed chambers and foyer improvements, the atrium landscape work was initiated under LDI's existing landscape maintenance agreement. The work is an Urgency Project in accordance with the procedures of City Council Policy 4.01 – Procurement and the City's Procurement Manual. Plans and specifications were developed sufficiently to receive contractor pricing for the work and allow the contractor to get started on the atrium work.

Staff negotiated a scope of services and fee with LDI and initiated an amendment to LDI's agreement to provide additional services for the atrium work. Consistent with the Urgency Purchase procedures of City Council Policy 4.01 - Procurement, staff is requesting City Council ratification of amendment 2019-159H to the Contract with LDI in an amount not-to-exceed \$88,708 for additional services for the Atrium work (Attachment 1) and authorization for the City Manager to execute future amendments to the Contract in the amount of \$13,500 (approximately 15% of the eighth amendment)..

#### CH-09-01 Construction Management and Inspection Services

On November 8, 2023, the City Council awarded Agreement 2023-147 (Attachment 12) with Willdan to provide construction management and inspection services for the Chambers Project in the amount of \$227,544 and authorized a contingency in the amount of \$34,500 for a total agreement authorization of \$262,044. In September 2024, a first amendment (Attachment 11) to the agreement with Willdan was approved in the amount of \$34,500 for a total agreement amount of \$262,044 to provide necessary additional construction management and inspection services.

Further additional services are needed by Willdan to provide continued construction management and inspection services due to the extended timeline for construction activities required to complete the work and project close-out services. Willdan will perform the additional work described in the attached amendment for an amount not-to-exceed \$40,000 (Attachment 10). Staff recommends a Second Amendment to Agreement 2023-147 for the additional services in an amount not-to-exceed \$40,000 for a total agreement amount of \$302,044 and re-establishing the contingency in the amount of \$10,000 (approximately 25% of the second amendment) for a total agreement authorization of \$312,044.

### CH-09-01 Design Services During Construction

On January 8, 2020, the City Council awarded Agreement 2020-1 (Attachment 16) with Ravatt to provide final architectural design services for the Chambers Project in the amount of \$267,559. On November 8, 2023, the City Council awarded a first amendment (Attachment 15) to the agreement with Ravatt for design services during construction in the amount of \$88,893.55 for a total agreement amount of \$356,452.55 and re-establishing the contingency in the amount of \$13,500 for a total agreement authorization of \$369,952.55. In September 2024, a second amendment (Attachment 14) to the agreement with Ravatt was approved in the amount of \$13,500 for a total agreement amount of \$369,952.55 to provide necessary additional design services during construction.

Further additional services are needed by Ravatt to provide continued design support for construction of the Chambers Project due to the extended timeline for construction activities required to complete the work, and extensive review and input on the high volume of required contractor submittals. Ravatt will perform the additional work described in the attached amendment for an amount not-to-exceed \$40,000 (Attachment 13). Staff recommends a Third Amendment to Agreement 2020-1 for the additional services in an amount not-to-exceed \$40,000 for a total agreement amount of \$409,952.55 and re-establishing the contingency in the amount of \$10,000 (approximately 25% of the third amendment) for a total agreement authorization of \$419,952.55.

### **FISCAL IMPACT**

Funds for an agreement amendment and contingency with LDI are included in the City Hall Facility-Operations General Fund 101-5750-419.91-21; however, an appropriation of \$100,000 for the Willdan and Ravatt amendments and contingencies in the Capital Improvement Projects Fund, 410-8510-485.92-41 and Project CH-09-01 from available Capital Improvement Projects Fund Balance is required.

### **RECOMMENDATION**

1. Authorize an appropriation of \$100,000 for the amendments and contingencies in the Capital Improvement Projects Fund, 410-8510-485-92.41 and Project CH-09-01 from available Capital Improvement Projects Fund Balance; and
2. Ratify Agreement No. 2019-159H with Landscape Development Inc. in an amount not-to-exceed \$88,708 for City Hall atrium work, and authorize a contingency in the amount of \$13,500, for a total contract authorization of \$10,674,759.03; and
3. Authorize the City Manager to execute future amendments with Landscape Development Inc. for unforeseen additional services up to the authorized contingency amount; and

4. Authorize the City Manager to execute Professional Services Agreement No. 2023-147B with Willdan Engineering in an amount not-to-exceed \$40,000 to provide additional construction management and inspection services, and authorize a contingency in the amount of \$10,000, for a total agreement authorization of \$312,044; and
5. Authorize the City Manager to execute Professional Services Agreement No. 2020-1C with Ravatt, Albrecht, & Associates, Inc. in an amount not-to-exceed \$40,000 for additional design support services during construction, and authorize a contingency in the amount of \$10,000, for a total agreement authorization of \$419,952.55; and
6. Authorize the City Manager to execute future amendments to the agreements with Willdan Engineering and Ravatt, Albrecht, & Associates, Inc. for unforeseen additional services up to the authorized contingency amounts.

## **ATTACHMENTS**

1. CC Agreement No. 2019-159H
2. CC Agreement No. 2019-159G
3. CC Agreement No. 2019-159F
4. CC Agreement No. 2019-159E
5. CC Agreement No. 2019-159D
6. CC Agreement No. 2019-159C
7. CC Agreement No. 2019-159B
8. CC Agreement No. 2019-159A
9. CC Agreement No. 2019-159
10. CC Agreement No. 2023-147B
11. CC Agreement No. 2023-147A
12. CC Agreement No. 2023-147
13. CC Agreement No. 2020-1C
14. CC Agreement No. 2020-1B
15. CC Agreement No. 2020-1A
16. CC Agreement No. 2020-1

## **REFERENCE MATERIALS – AVAILABLE FOR REVIEW AT CITY HALL**

None