TO: HONORABLE CITY COUNCIL
FROM: CITY MANAGER
DEPARTMENT: PUBLIC WORKS
DATE: FEBRUARY 9, 2004
SUBJECT: APPROVAL OF AMENDMENT NO. ONE TO EXISTING CONTRACT NO. C2140022 WITH INNERSPACE ENGINEERING CORP. IN THE AMOUNT OF $21,750 TO PROVIDE ARCHITECTURAL DESIGN SERVICES FOR BUILDING CHANGES REQUIRED FOR COMPLIANCE WITH FEDERAL AND STATE DISABLED ACCESS STANDARDS, AND ENGINEERING DESIGN FOR LIGHTING AND FIRE SPRINKLER SYSTEMS ASSOCIATED WITH THE CONSTRUCTION OF STORAGE MEZZANINES

RECOMMENDATION
Staff recommends that Council approve and authorize the Mayor to execute the attached contract amendment with Innerspace Engineering, Inc. (Innerspace) in the amount of $21,750 to cover the cost of additional but unforeseen work related to the design and construction of freestanding storage mezzanine units in the Equipment Maintenance Building at the Municipal Services Center.

BACKGROUND
In April 2002, the City Manager approved a contract in the amount of $57,900 for the design and construction of three freestanding mezzanine storage units in the Equipment Maintenance Building at the Municipal Services Center. One of the mezzanine units is necessary to replace an existing mezzanine unit that does not meet current seismic requirements. The other two mezzanine units are necessary to provide additional storage for tires and automotive parts. The City’s vehicle maintenance facility is undersized for the current level of operations, and this additional storage space is necessary to relieve crowding that is becoming a safety hazard. The mezzanines will also free up space for a dedicated police motorcycle maintenance area. The original scope of the work under this contract included sizing and designing the mezzanine platforms; performing structural calculations; and furnishing the labor and materials required to complete the installation.

The original scope of work did not include a lighting plan, or the design of additions to the building’s fire sprinkler system required to accommodate the mezzanines units. Staff felt that this work could be accomplished with City forces. However, during the permitting
process, staff was advised that the lighting plan and fire sprinkler system design would need to be submitted as part of the overall design of the mezzanine installation. In addition, it was determined that the mezzanine installation is an improvement that triggers a Title 24 (CCR) requirement for disabled access upgrades, valued at 20% of the total project cost. This requirement was not considered during the initial design, given the small scale of the project and the fact that it will be unoccupied space. Staff has determined that the best way to fulfill the Title 24 requirements would be to expand and upgrade the existing restroom facilities in Building “B” to meet Title 24 requirements.

**DISCUSSION**
The original contract did not require Council approval, and did not include any additional services funds. This amendment is intended to provide funding for the additional services required to complete the lighting plan, and the design of the fire sprinkler system and Title 24 restroom upgrades. The contractor, Innerspace, was selected through an IFB process. Innerspace was the only respondent to the IFB. Innerspace has performed all of the design work to this point. The majority of the work required to complete the design, which is covered by this amendment, is integral to the work that has already been completed. Calling in another consultant to complete this work would not be cost-effective.

**RESOURCE IMPACT**
Funds for this change order are available within the FY 2002-2003 Capital Improvement Program Budget.

**POLICY IMPLICATIONS**
Recommendations of this staff report are consistent with existing City policies.

**ENVIRONMENTAL REVIEW**
This project is categorically exempt from CEQA under section 15302 and 15303 of the CEQA guidelines.

**ATTACHMENTS**
Attachment A: Contract C2140022
Attachment B: Contract Amendment No. One

PREPARED BY: KEITH LAHAIE
Fleet Manager

DEPARTMENT HEAD: GLENN S. ROBERTS
Director of Public Works
CITY MANAGER APPROVAL:_______________________________________

EMILY HARRISON
Assistant City Manager