TO: HONORABLE CITY COUNCIL

FROM: CITY MANAGER DEPARTMENT: PUBLIC WORKS

DATE: FEBRUARY 17, 2004 CMR:158:04

SUBJECT: APPROVAL OF AMENDMENT NO. 1 TO AGREEMENT S2138047 WITH ARKIN-TILT ARCHITECTS IN THE AMOUNT OF $43,522 FOR CONSTRUCTION ADMINISTRATION SERVICES FOR THE ARASTRADE RO GATEWAY FACILITY (CAPITAL IMPROVEMENT PROGRAM PROJECT OS-98012)

RECOMMENDATION
Staff recommends that Council approve and authorize the Mayor to execute Amendment No. 1 to Agreement S2138047 with Arkin-Tilt Architects in the amount of $43,522 for construction administration services for the Arastradero Gateway Facility for a total contract amount of $108,522.

DISCUSSION
On December 15, 2003, the City entered into an agreement with A&A Construction to build the Arastradero Gateway Facility at a cost of $448,000 (CMR:541:03). The Gateway Facility will provide a meeting and informational place for visitors and students and a work area for the park ranger or steward of the Arastradero Preserve. The work to be performed includes construction of an approximately 1,100 square-foot visitor center at the Preserve. The facility also will provide public restrooms, educational displays and storage facilities for trail and habitat restoration tools used by volunteers at the Preserve. The Gateway Facility will be located on a 77-acre parcel in the northern portion of the Arastradero Preserve adjacent to an existing unpaved public parking lot (See Attachment A).

The conceptual design of the facility and necessary building variances were done by Arkin-Tilt Architects under the initial Agreement S2138047 and the design was approved by Council on April 24, 2000 (CMR:226:00). As the firm responsible for the project design Arkin-Tilt would also be the firm needed for construction administration services. The attached contract amendment (Attachment B) with Arkin-Tilt Architects provides for its construction administration services during the construction phase of the project. The construction administration fee is higher than usual because the materials
that will be used in the construction of the building (straw bales, recycled lumber, earthen stucco,
solar panels) are not commonly used. The contractor will therefore need more oversight and direction than is typical for projects of this sort.

**RESOURCE IMPACT**
Funding for the recommended construction administration services will be partially funded from the Capital Improvement Project fund (OS-98012 - $13,000) and partially from the General Fund (Community Services operational budget - $30,522) and is included in the fiscal year 2003-04 budget. The original amount of the agreement with Arkin-Tilt was $54,580 for design services. The proposed amendment is for $43,522, resulting in a total agreement amount of $108,522.

In addition to construction administration fees, an additional $6,770 will be needed for materials testing. These monies are available in the Open Space Division operating budget and will be paid to Testing Engineers under an existing Public Works contract.

**ENVIRONMENTAL REVIEW**
On April 24, 2000, the City Council adopted the Negative Declaration for the Arastradero Preserve Gateway Facility Project (CMR:226:00), finding that there is no substantial evidence that the project would have a significant effect on the environment.

**ATTACHMENTS**
Attachment A: Site plan
Attachment B: Amendment 1 to Contract # S2138047
Attachment C: Certificate of Non-Discrimination

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