

**TO: HONORABLE CITY COUNCIL**

**FROM: CITY MANAGER**

**DEPARTMENT: PUBLIC WORKS**

**DATE: MARCH 10, 2008**

**CMR:160:08**

**SUBJECT: APPROVAL OF CONTRACT WITH ALFATECH CAMBRIDGE GROUP  
IN THE TOTAL AMOUNT OF \$569,280 FOR CONSTRUCTION  
MANAGEMENT SERVICES FOR THE CIVIC CENTER  
INFRASTRUCTURE IMPROVEMENTS – CAPITAL IMPROVEMENT  
PROGRAM PROJECT PF-01002**

**RECOMMENDATION**

Staff recommends that Council:

1. Approve and authorize the City Manager or his designee to execute the attached contract with Alfatech Cambridge Group in the amount of \$517,280 for Construction Management Services for the Civic Center Infrastructure Improvements Project – Capital Improvement Program Project PF-01002;
2. Authorize the City Manager or his designee to negotiate and execute one or more change orders to the contract with Alfatech Cambridge Group for related, additional but unforeseen work which may develop during the project, the total value of which shall not exceed \$52,000; and
3. Authorize the future retention of Alfatech Cambridge Group for phases 2 and 3 of the Civic Center project, subject to Council approval of the additional compensation amount and satisfactory performance in Phase 1.

**BACKGROUND**

The Civic Center was built in 1969. It houses City offices, the police station, and three levels of parking. Major electrical and mechanical systems are approaching the end of their useful lives and are in need of replacement in order to maintain uninterrupted services. As part of the on-going capital infrastructure maintenance program, a complete building system study of the Civic Center was completed in fiscal year 2002-03. An elevator upgrade was completed in 2005. Design services were awarded in 2005 (CMR:282:05) for the remainder of the work which includes electrical system upgrades, generator replacement, mechanical system upgrades, and exterior sealing and painting. Mechanical and electrical systems serving the police wing are excluded from the project at this time.

Due to the cost of the project, estimated at \$12M, construction of this remaining work has been broken into 3 phases and will be bid in three stages. Work in Phase 1, to which this contract applies, will include replacement of the main building generator, boiler, and refurbishment or replacement of major garage and building mechanical and electrical systems. This phase is

estimated at \$6M. Future phases will upgrade the balance of the mechanical systems; electrical systems, including transformers, panels, etc.; and exterior painting and sealing. Future phases are expected to be completed over the next four to five years. Timing of specific items may shift due to condition assessment and availability of funding.

## **DISCUSSION**

Renovation of the Civic Center's mechanical and electrical systems requires specific technical experience and knowledge of mechanical and electrical systems; coordination of multiple prime contract management; and 24 hour/7 days per week oversight of the work. The limited project staffing available in-house will not allow for the required management of a project of this size and complexity. Given the need to keep the facility open during the construction phase, the logistics of this project will require a high degree of off- hours work and coordination with each of the prime contractors and City departments. Mechanical and electrical systems serving the police wing are excluded from the project at this time. If and when the City decides to lease the police wing, these upgrades would be discussed as part of any lease negotiations.

### Summary of Solicitation Process

Proposal Description/Number	Construction Management Services for Civic Center Infrastructure Improvements RFP#124310	
Proposed Length of Project	12 months	
Number of Proposals Mailed	6	
Total Days to Respond to Proposal	45 days	
Pre-proposal Meeting Date	October 16, 2007	
Number of Company Attendees at Pre-proposal Meeting	14 firms	
Number of Proposals Received:	8	
Company Name	Location (City, State)	Selected for oral interview?
1. 4Leaf, Inc.	Pleasanton, CA	No
2. Alfa Tech Cambridge Group, Inc.	Palo Alto, CA	Yes
3. Consolidated CM	Oakland, CA	Yes
4. Cooper Pugeda Management, Inc.	San Francisco, CA	No
5. Kitchell CEM	San Jose, CA	Yes
6. Salas O'Brien Engineers, Inc.	San Jose, CA	No
7. Swinerton Mgmt. and Consulting	San Francisco, CA	Yes
8. Zahn Group	San Francisco, CA	No
Range of Proposal Amounts Submitted	\$437,368 to \$829,760	

A Request for Proposal (RFP) for construction management services for the Civic Center Infrastructure Improvements was posted on the City website and sent to six consulting firms on September 20, 2007. Firms were given 45 days to respond to the request. A pre-proposal meeting was held on October 16, 2007; fourteen firms attended the meeting. A total of eight firms submitted proposals. Proposals costs ranged from \$437,368 to 829,760.

An evaluation committee consisting of staff from the Public Works Engineering and Facilities Management Divisions reviewed all proposals and four firms were invited to participate in oral interviews on December 5, 2007. The committee carefully reviewed each firm's qualifications and submittals in response to the criteria identified in the RFP.

The proposals were judged by the following principle criteria:

- quality and effectiveness of proposed solutions,
- qualifications and experience of the staff to be assigned to the project, including knowledge of electrical and mechanical systems and multiple prime delivery method,
- proposal quality and completeness,
- perceived response time and ability to perform the work, and
- proposal cost.

Alfatech Cambridge Group (ATCG) was selected because it demonstrated superior knowledge of construction management, has extensive experience with infrastructure projects of this type, and experience with coordination of multiple prime contractors. In addition to being highly technically qualified and experienced, ATCG representatives demonstrated knowledge of the importance of the off-hours work and minimal disruption to City operations as key to successfully completing this project.

The RFP provided that the selected consultant could be awarded all phase of construction management if their work was found to be satisfactory.

The work that Alfatech Cambridge Group will manage under this contract is Phase 1. Construction of the next two phases will be accomplished in subsequent fiscal years for which Alfatech may also be retained. Any contract amendment for future phases will be brought back to Council for approval.

Following is the current project schedule (for Phase 1 only):

March 2008	Start of pre-construction activities
July 2008	Award of construction contracts
August 2008	Construction begins
June 2009	Construction ends

### **RESOURCE IMPACT**

Funds for this contract are available in Capital Improvement Program Project PF-01002, Civic Center Infrastructure Improvements.

### **POLICY IMPLICATIONS**

This recommendation does not represent any change in existing City policies.

### **ENVIRONMENTAL REVIEW**

This project is categorically exempt from California Environmental Quality Act (CEQA) under Section 15301 of the CEQA Guidelines.

### **ATTACHMENTS**

Attachment A: Contract (including Scope of Services and Certificate of Non-Discrimination)

PREPARED BY:

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