



Agenda Report

TO: CITY COUNCIL **DATE:** AUGUST 15, 2005
THROUGH: FINANCE COMMITTEE
FROM: CITY HALL RESTORATION OVERSIGHT COMMITTEE
SUBJECT: CITY HALL SEISMIC RETROFIT PROJECT—QUARTERLY UPDATE

RECOMMENDATIONS:

This report is for informational purposes only.

BACKGROUND

This report represents the City Council progress update for the period April 1, 2005, through June 30, 2005.

PROGRESS UPDATE

The Committee has met twice during the most recent quarter. At that time, the following topics were reviewed:

1. **Project Schedule:** The overall project is on schedule and unchanged since the award of the general contractor bid. The general contractor's date of Substantial Completion remains on July 9, 2007 and Final Completion remains on October 8, 2007. As defined in the General Contractor contract, achieving Substantial Completion will allow staff to safely occupy the City Hall building and terminate external lease obligations.
2. **Project Budget:** The overall project remains on budget at this time. The total project contingency remains at \$8,642,014. The Committee is aware of two areas of interest within the project budget which will need to be addressed as the project progresses:
 - A. **Interim lease facilities:** The Committee is aware that three interim office leases will need to be extended through August, 2007, to allow staff to re-occupy City Hall. Contingency funds will need to be used to extend these leases. The interim office space lease at the Chamber building expires on May 31, 2007; the Walnut Plaza lease (City Attorneys/ Prosecutors) expires on June 30, 2007; and modular trailers (Municipal and Public Services) on

July 26, 2007. The Committee will be further reviewing this issue, once staff has negotiated the lease extensions with the property owners.

- B. **Unfunded portion of budget:** The project budget anticipates \$6 million to be raised from grant and fundraising activities. The Committee has been informed that there are two Federal grant applications pending. A consultant is actively working with the City to identify fundraising opportunities and ways to engage the community in providing additional financial support.
3. **Change Order Approval Authority:** The Committee reviewed and concurred with the change order approval authority as presented by staff and subsequently approved by City Council on May 23, 2005.
4. **Project Contingency Deductions:** On July 13, 2005, the City Hall Restoration Oversight Committee reviewed and discussed the change orders as presented by staff in Attachment #1 (List of Contingency Adjustments) of the Agenda Report from City Manager, dated August 15 2005. The Committee concurred that the topics represented changes in condition and supported deducting the associated costs from project contingency funds. Further, the Committee concurred that these changes are reasonable and consistent with the beginning stages of similar projects.
5. **Construction Activities:** During the May meeting, the Oversight Committee toured the project site and made the following observations:
 - A. **Historic building and site protection:** The general contractor has installed building and site protection to safeguard the project's historic features.
 - B. **Tree protection:** Staff distributed a report recently presented to the Urban Forestry Advisory Council (UFAC) regarding the status of the courtyard oak trees. Staff reported that at least two of the oak trees were in serious distress prior to the start of construction. Clark Construction Company will continue to follow tree protection measures as laid out in the contract, with oversight by the City's consulting arborist, Cy Carlberg. The Project Team is working with Parks and Natural Resources Staff, Clark, and Cy Carlberg, consulting arborist, to monitor the continuing health of the trees, and implement corrective measures as necessary.
 - C. **Construction:** In terms of actual demolition, excavation and construction, the general contractor is moving forward in an expeditious manner. In preparation for structural improvements, demolition activities are proceeding on or ahead of schedule with the critical areas of the basement well underway. The arcade along Euclid Avenue has been removed. Shoring and moat construction has commenced around the perimeter of the building. In conclusion, the Committee witnessed an impressive start to construction

by the general contractor and will be touring the site regularly to follow progress (see attached construction progress photographs 1 thru 14).

6. Local Pasadena Outreach Activities: Clark Construction Company's Local Outreach Work Plan was approved by the project team on June 23, 2005. Numeric outreach goals were extensively reviewed and agreed upon with input from staff, the City's local outreach consultant (CBA Associates), Clark Construction and Clark Construction's outreach coordinator (Center for Community and Family Services). Clark Construction committed to achieving four numeric outreach goals, including: 1) subcontractor workforce ranging from 25 to 50 local Pasadena residents; 2) local business participation with total subcontractor contracts ranging from \$630,000 to \$1,000,000; 3) local Pasadena vendors/suppliers with project specific purchases ranging from \$370,000 to \$660,000; and 4) sponsoring 30 Pasadena residents into union apprenticeship programs. In order to further insure local community involvement, the City will be contracting directly for the construction of public counters/break room cabinetry, floor preparation/installation of floor coverings (carpet and VCT), and break-room appliances. Staff and CBA Associates continue to monitor the status of the general contractor's outreach efforts moving forward. The framework appears to be in place to insure local community involvement for these items and for the local recruitment of businesses, materials suppliers, and construction labor.

Respectfully submitted,



DR. PAUL JENNINGS, Chair
City Hall Restoration Oversight Committee