



## Staff Report

**TO:** Mayor, and City Council Members  
**FROM:** Jeff Hart, Director of Public Works  
**DATE:** April 21, 2020  
**SUBJECT:** **Approval of the First Amendment to the Professional Services Agreement with Claremont Environmental Design Group for Architectural and Engineering Services of the West Side Fire Station in the Amount of \$66,101 with a Total Not to Exceed Contract Amount of \$265,301**

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### Background and Analysis:

In May of 2018, the City Council awarded a Professional Services Agreement with Claremont Environmental Design Group (CEDG) for architectural and engineering services (A&E) of the West Side Fire Station (Project) in an amount not to exceed \$199,200.

In September 2019, the City Council approved the conceptual design of the Project and authorized the next phase, development of schematic design and construction drawings. The development of construction drawings for the Project also brings about the need for on and off-site engineering work, as well as soil investigative analysis and dry utility coordination.

CEDG has provided a fee for the additional work in an amount not to exceed \$66,101 (Attachment A). The additional work is inclusive of the following:

- Geotechnical Engineering - \$8,500,
- Dry Utility Service Coordination - \$7,650,
- Civil Engineering Services - \$27,900, and
- Architectural, Structural, and MEP Services - \$22,051.

CEDG has requested additional fees of \$22,051 shown above as the proposed fire station is 30% larger than originally contemplated by the City. The revised total contract amount of \$265,301 represents 3.75% of the total estimated project cost which is still well under the industry standard amount of 7.5%-10% of the total project cost.

**Fiscal Impact:**

The cost to prepare this staff report is estimated to be \$350.

**Recommended Action:**

Approve the First Amendment to the Professional Services Agreement with Claremont Environmental Design Group for architectural and engineering services of the West Side Fire Station in the amount of \$66,101 with a total not to exceed contract amount of \$265,301.

**Attachments:**

- A. Contract Amendment