

Capitola City Council

Agenda Report



Meeting: May 23, 2024

From: Public Works Department

Subject: Community Center Renovation Project

Recommended Action: 1) Authorize the City Manager to execute Amendment 2 to the Professional Services Agreement with Boone Low Ratliff Architects in the amount of \$37,000, for a total contract value of \$560,713; and 2) authorize the City Manager to execute a Professional Services Agreement with Cumming Group in the amount of \$300,000 for construction management services for the Community Center Renovation Project.

Background: In November 2022, the City entered a Long-Term Use Agreement (LTUA) with Soquel Union Elementary School District for the Jade Street Park Property, which includes the Community Center. The agreement mandates the completion of specific infrastructure improvements to the Community Center within four years. Additionally, "ancillary" improvements, such as flooring and partition replacements, are included in the Agreement as intended enhancements by the City.

In February 2023, the City Council approved an agreement with Boone Low Ratliff Architects (BLRA) for the design of the Community Center Renovation Project, including site analysis, conceptual design preparation, and initial construction document development. On June 8, 2023, staff and BLRA presented a conceptual design for the Community Center Renovation Project (Project), and the City Council subsequently authorized an amendment to the BLRA contract to finalize construction-ready documents.

In mid-June 2023, staff was informed of a \$1M allocation for the Project in the 2023 State Budget through the Natural Resources Agency (California State Parks). In addition, the City received confirmation of the intent of award of a CDBG grant of \$3.2M in construction funds earlier this year. This funding necessitates bidding for the project in Summer 2024 and commencing construction in Fall 2024. Additionally, the City applied for an AMBAG grant for EV charging infrastructure at the Community Center, as required by the renovation project, and was granted \$160k for that purpose.

Discussion: The total current funding is expected to cover the entire scope required by the LTUA, including both exterior and interior improvements. Additional enhancements to the exterior spaces will be offered as optional add-ons, structured in a way that allows for flexibility based on additional funding and bid pricing.

During the process of applying for CDBG funding, additional work was required with BLRA, including expanded specifications and the need for a specialized sub-consultant for kitchen design. The proposed amendment to the BLRA contract (Attachment 1) reflects these scope changes, as well as providing support for bidding and construction administration of the project.

The estimated construction time for the project is approximately 200 working days (equivalent to 9-10 months), with an estimated construction cost of \$5M. Effective construction management and inspection services are crucial for successful project implementation. Given the challenging nature of the project, active project management will be required to address technical, construction, site coordination, and community issues during construction.

The City issued a request for proposals for construction management services, outlining various responsibilities such as on-site supervision, coordination, value engineering analysis, project and construction management, cost review, and quality assurance. Five consulting firms submitted proposals, and after staff review and interviews, staff is recommending Cumming Group as the construction management firm for the project. Cumming Group's experience includes providing construction management services for similar projects in cities such as Mountain View, Los Altos, Scotts Valley, and UCSC.

Fiscal Impact: In FY 2022-2023, \$150,000 was allocated for the design phase of the Project. Presently, the FY 2023-2024 budget includes \$1.65M for the completion of design and construction activities. Additionally, the Project has received \$1.0M from California State Parks, and awards totaling \$3.2M for construction from CDBG, along with \$160k from AMBAG, which are expected to be finalized in the near term. The summary of project funding and costs is presented in Table 1 below.

Table 1. Project Costs and Funding

Construction Scope	
Conceptual Design	\$ 150,000
Final Design	\$ 411,000
Construction	\$ 5,000,000
Construction Management	\$ 300,000
Contingency	\$ 299,000
Total Project Costs	\$ 6,160,000
FY22-23 Budget	\$ 150,000
FY23-24 Budget	\$ 1,650,000
State Parks Allocation	\$ 1,000,000
CDBG Grant	\$ 3,200,000
AMBAG Grant	\$ 160,000
Total Project Funding	\$ 6,160,000

Attachments:

1. Boone Low Ratliff Architects Contract Amendment No. 2
2. Agreement Cumming Group for Construction Management Services

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Reviewed By: Julia Gautho, City Clerk; Samantha Zutler, City Attorney

Approved By: Jamie Goldstein, City Manager