

**MOORPARK CITY COUNCIL
AGENDA REPORT**

TO: Honorable City Council

FROM: Hugh R. Riley, Assistant City Manager 

DATE: July 12, 2007 (CC Meeting of July 18, 2007)

SUBJECT: Consider Additional Design Fees for the City Hall, Library, and Civic Center and Amendment of FY 2007-08 Budget

BACKGROUND

One of the City Council's top ten priority projects is the development of a new Civic Center and City Hall. City Council selected GKK Architects for the design of the new Civic Center and City Hall in 2005 for a total contract price of \$762,276.00. In subsequent periods a number of master plan designs for the Civic Center were presented and an Ad Hoc Committee (Mayor Hunter and Council Member Millhouse) was established to work with staff to refine the design and address a number of issues. This Ad Hoc Committee was reappointed (Mayor Hunter and Councilmember Mikos) after the City Council reorganized in December 2006. In January 2007 when the City had assumed operational control of the County Library, GKK Works was directed to integrate a new City Library into the Campus Master Plan which increased their total contract to \$812,326.00. As a result, a Campus Master Plan with a building site design concept incorporating the new permanent facilities on High Street was prepared by GKK Architects and approved by the City Council on May 16, 2007.

DISCUSSION

In order to include these expanded requirements, GKK-Works is requesting a overall design fee increase of \$1,140,031 for the 35,000 square foot City Hall and a 25,000 square foot Library. For the City Hall, the fee will cover the costs of redesigning the existing parking area, researching the use of sustainable design and its use in the building, incorporating the additional changes made to the City Hall design and including these additions in the construction documents. The architect has also included the preparation of models and virtual fly through animation for both buildings. Staff believes these design tools provide better access and understanding of the design process for the Council and the public as we present these very significant public projects. For the library this fee will include a Space Needs Study utilizing a special

consultant with expertise in the design and space planning of libraries, conceptual design and design drawings, and presentation boards. The fee will not include construction drawings and bid documents for the Library.

Because of the high public profile of this project the architect has also included costs for probable additional board or commission presentation meetings and for possible meetings with the user groups,

It is estimated that the construction cost for the City Hall and all site work including the redevelopment of the existing civic center parking facilities will be approximately \$ 20 million. The probable construction cost for the new library based on the initial concepts for the building will be \$ 8.4 million. It should be noted that since the approval of the initial design services agreement with GKK-Works in November 2004, there have been significant increases in construction costs as well as design and supporting consultant costs.

Staff feels that the significant expansion in the scope of the project and its high public profile justifies the fee increase. If Council approves this fee increase, GKK Works' amended contract amount will be \$1,952,357.

Each of the added phases is discussed in more detail below.

EXPANDED PROJECT SCOPE – GKK's scope of design and construction proposes additional design work for the new 25,000± square foot Library building. In addition, the scope of the City Hall project was increased to include the design of the trellis at the public plaza, and redesign of the current Civic Center parking areas adding parking spaces and improving vehicle turning radii. The Library will be designed to a level of completion for integration of utility locations and loads, and horizontal and vertical controls into the Campus Master Plan infrastructure in order to minimize disruption to the new City Hall and Campus when the Library is constructed. GKK will provide design presentation materials for the Library that are suitable for public display and publication to obtain voter bond approval. This information will be provided both in color hard copy mounted on presentation boards and in computer digital format. The fee increase does not contemplate all stages of the Library construction project. The additional fees for these stages will be discussed and added at a later date as part of the Library construction project.

DESIGN QUALITY – It is important that the City Hall and Library facilities design stand out as civic landmarks differentiated from the adjacent High Street and Moorpark Avenue commercial design. In addition to the GKK internal design team the professional services of Lighting and Signage/Graphics consultants are included as appropriate to achieve a landmark-quality design.

SUSTAINABLE DESIGN – The City Hall and Library design will incorporate state-of-the-art sustainable design practices including innovative demonstration features. GKK will address life-cycle energy costs, maintenance and operations issues, and aid the City in obtaining sustainable design grants and rebates. For an optional fee, GKK will develop documentation to obtain LEED Certification from the U.S. Green Building Council (USGBC).

LABOR AND EXPENSE COST INCREASES – The additional fees that are requested include professional labor rate increases for GKK and subconsultants, and increases in the cost of project expenses that have occurred in the approximately two and one-half years since the original contract was approved.

OTHER EXTRA SERVICES – Several extra services are recommended to complement and complete the Civic Center design. They are presented here for Council information. At this time, these optional services are not included in the overall fee increase discussed above.

Water Feature Design – \$50,000.000 – A water feature is recommended for the plaza/courtyard between the new City Hall and Library Buildings.

City Hall LEED Certification for Sustainable Design – \$75,000.00 – Sustainable design certification under the LEED program of the U.S. Green Building Council (USGBC) is recommended to document City Hall design and construction as a demonstration of a sustainable design project. Nationwide there are currently 122 local government, and 116 state and federal LEED certified projects. LEED certification is currently required in the cities of Calabasas, Long Beach, Pasadena, Santa Monica, and Los Angeles.

City Hall Furniture Design & Selection – \$43,750.00 – Design and selection of City Hall furniture to complement the building design. Alternately, furniture design and selection may be performed directly by the city's furniture vendor with coordination by GKK Architects.

The total cost for these optional services would add an additional \$168,750 to the project design costs.

The overall fee increase was not included in the FY 2007/2008 budget. Staff has included a request to amend the budget for the project. Staff is also in the process of identifying grants that could be used to offset the design costs of the library and LEED certifications on both buildings.

STAFF RECOMMENDATION (ROLL CALL VOTE)

1. Approve Amendment to GKK Works agreement authorizing the additional \$1,140,031 request for additional fees to perform expanded design and construction services for the Civic Center, City Hall and Library, as outlined in this report.
2. Authorize the City Manager to approve the addition of the optional fee categories outlined above, totaling \$168,750, at a later date.
3. Adopt Resolution 2007-_____ amending the 2007-2008 Capital Improvement Budget.

- Attachment 1: Old vs. New Fees
Attachment 2: Design Fees – By Building/By Discipline/By Phase
Attachment 3: Work Plan
Attachment 4: Design Schedule
Attachment 5: Amendment No.3 to Agreement for Architectural Services
Attachment 6: Resolution No. 2007-_____

ATTACHMENT 1

Moorpark City Hall & Library				gkkworks
Old vs. New Fees				
6/6/2007				
	Current Contract	Invoiced/ Paid	Updated Contract	Contract Increase
City Hall & Site Work				
10 - Phase I Space Needs Study	16,142.00	16,142.00	16,142.00	-
20 - Phase II Prelim Site/Campus Plan	58,236.00	58,236.00	58,236.00	-
30 - Phase III Conceptual Design (Schematics - Old Scope)	171,052.00	29,078.84	29,078.84	(141,973.16)
30 - Phase IIIA Conceptual Design (Schematics - New Scope)			296,020.00	154,046.84
40 - Phase IVA Design Development	33,402.00	-	256,660.00	223,258.00
50 - Phase IVB F & V Construction Document/Permit Approval	270,588.00	-	591,840.00	321,252.00
60 - Phase VI Bidding and Award	43,008.00	-	30,800.00	(12,208.00)
70 - Phase VII Construction Administration	123,760.00	-	275,640.00	151,880.00
90 - Phase VIII Close-out	25,588.00	-	23,810.00	(1,778.00)
Subtotal - City Hall & Site Work	741,776.00	103,456.84	1,578,226.84	836,450.84
Reimbursable Expense	2,500.00	-	29,500.00	27,000.00
Extra Services (Model & Fly Through Animation)	18,000.00	-	18,000.00	-
Subtotal - Reimbursables and Extra Services	20,500.00	-	47,500.00	27,000.00
Additional Services No. 1 - Master Planning	22,650.00	22,650.00	22,650.00	-
Additional Services No. 2 - Master Planning	27,400.00	27,400.00	27,400.00	-
Subtotal - Additional Services	50,050.00	50,050.00	50,050.00	-
Library				
Space Needs Study			28,860.00	28,860.00
Concept Design (Schematics)			123,440.00	123,440.00
Design Development			107,080.00	107,080.00
Reimbursable Expense			5,200.00	5,200.00
Extra Services (Model & Fly Through Animation)			12,000.00	12,000.00
Subtotal - Library	-	-	276,580.00	276,580.00
Total (before optional Extra Services)	812,326.00	153,506.84	1,952,356.84	1,140,030.84
Other Extra Services				
Water Feature Design			50,000.00	50,000.00
City Hall - US Green Building Council LEED Certification			75,000.00	75,000.00
City Hall - Furniture Design & Selection			43,750.00	43,750.00
Subtotal			168,750.00	168,750.00
Total (after optional Extra Services)	812,326.00	153,506.84	2,121,106.84	1,308,780.84

ATTACHMENT 2

City of Moorpark Civic Center Design Fees - By Building/By Discipline/By Phase



June 6, 2007

CITY HALL, LIBRARY, & SITE WORK - COMBINED

		Space Needs Study	Concept Design	Design Development	Construction Docs/Permit	Bid/ Award	Construction Admin	Close-Out	Total
gkkworks	Architecture	11,760	136,360	110,440	248,240	7,000	163,690	7,610	685,100
	Interior Design	-	7,600	7,600	15,200	-	4,750	-	35,150
	Specifications	-	-	7,000	10,000	-	-	-	17,000
	Cost Estimating	-	7,500	13,500	10,000	-	-	-	31,000
Subtotal gkkworks		11,760	151,460	138,540	283,440	7,000	168,440	7,610	768,250
Page + Moris	Library Programming	15,700	1,600	1,600	-	-	-	-	18,900
Psomas	Civil	-	48,300	59,800	78,300	9,200	17,300	5,800	218,700
Professional Design	Landscape	-	10,800	22,900	30,500	1,500	4,400	1,000	71,100
Mactec	Geotechnical	-	35,700	-	-	-	-	-	35,700
Saiful/Bouquet	Structural	-	40,400	46,300	72,500	3,200	32,200	1,600	196,200
Gotama	Mechanical/Plumbing	-	24,800	24,800	31,700	2,400	12,000	1,600	97,300
	Electrical	-	19,800	19,800	25,400	2,000	9,500	1,300	77,800
	Low Voltage	-	4,900	4,900	6,300	500	2,400	300	19,300
HLB	Lighting	-	8,800	11,700	20,500	2,900	11,700	2,900	58,500
SKA Design	Signage & Graphics	-	12,700	16,100	15,000	600	4,600	600	49,600
MCB	Acoustics	-	27,000	-	-	-	-	-	27,000
	Audio/Visual	-	13,200	-	-	-	-	-	13,200
Subtotal Consultants		15,700	248,000	207,900	280,200	22,300	94,100	15,100	883,300
Non-Reimbursable Expenses		1,400	20,000	17,300	28,200	1,500	13,100	1,100	82,600
Grand Total		28,860	419,460	363,740	591,840	30,800	275,640	23,810	1,734,150

CITY HALL & SITE WORK

		Space Needs Study	Concept Design	Design Development	Construction Docs/Permit	Bid/ Award	Construction Admin	Close-Out	Total
gkkworks	Architecture	-	73,120	59,360	248,240	7,000	163,690	7,610	559,020
	Interior Design	-	3,800	3,800	15,200	-	4,750	-	27,550
	Specifications	-	-	4,000	10,000	-	-	-	14,000
	Cost Estimating	-	4,500	6,000	10,000	-	-	-	20,500
Subtotal gkkworks		-	81,420	73,160	283,440	7,000	168,440	7,610	621,070
Page + Moris	Library Programming	-	-	-	-	-	-	-	-
Psomas	Civil	-	48,300	59,800	78,300	9,200	17,300	5,800	218,700
Professional Design	Landscape	-	10,800	22,900	30,500	1,500	4,400	1,000	71,100
Mactec	Geotechnical	-	24,200	-	-	-	-	-	24,200
Saiful/Bouquet	Structural	-	23,700	29,000	72,500	3,200	32,200	1,600	162,200
Gotama	Mechanical/Plumbing	-	15,900	15,900	31,700	2,400	12,000	1,600	79,500
	Electrical	-	12,700	12,700	25,400	2,000	9,500	1,300	63,600
	Low Voltage	-	3,200	3,200	6,300	500	2,400	300	15,900
HLB	Lighting	-	8,800	11,700	20,500	2,900	11,700	2,900	58,500
SKA Design	Signage & Graphics	-	12,700	16,100	15,000	600	4,600	600	49,600
MCB	Acoustics	-	27,000	-	-	-	-	-	27,000
	Audio/Visual	-	13,200	-	-	-	-	-	13,200
Subtotal Consultants		-	200,500	171,300	280,200	22,300	94,100	15,100	783,500
Non-Reimbursable Expenses		-	14,100	12,200	28,200	1,500	13,100	1,100	70,200
Total		-	296,020	256,660	591,840	30,800	275,640	23,810	1,474,770

LIBRARY

		Space Needs Study	Concept Design	Design Development	Construction Docs/Permit	Bid/ Award	Construction Admin	Close-Out	Total
gkkworks	Architecture	11,760	63,240	51,080	-	-	-	-	126,080
	Interior Design	-	3,800	3,800	-	-	-	-	7,600
	Specifications	-	-	3,000	-	-	-	-	3,000
	Cost Estimating	-	3,000	7,500	-	-	-	-	10,500
Subtotal gkkworks		11,760	70,040	65,380	-	-	-	-	147,180
Page + Moris	Library Programming	15,700	1,600	1,600	-	-	-	-	18,900
Psomas	Civil	-	-	-	-	-	-	-	-
Professional Design	Landscape	-	-	-	-	-	-	-	-
Mactec	Geotechnical	-	11,500	-	-	-	-	-	11,500
Saiful/Bouquet	Structural	-	16,700	17,300	-	-	-	-	34,000
Gotama	Mechanical/Plumbing	-	8,900	8,900	-	-	-	-	17,800
	Electrical	-	7,100	7,100	-	-	-	-	14,200
	Low Voltage	-	1,700	1,700	-	-	-	-	3,400
HLB	Lighting	-	-	-	-	-	-	-	-
SKA Design	Signage & Graphics	-	-	-	-	-	-	-	-
MCB	Acoustics	-	-	-	-	-	-	-	-
	Audio/Visual	-	-	-	-	-	-	-	-
Subtotal Consultants		15,700	47,500	36,600	-	-	-	-	99,800
Non-Reimbursable Expenses		1,400	5,900	5,100	-	-	-	-	12,400
Total		28,860	123,440	107,080	-	-	-	-	259,380

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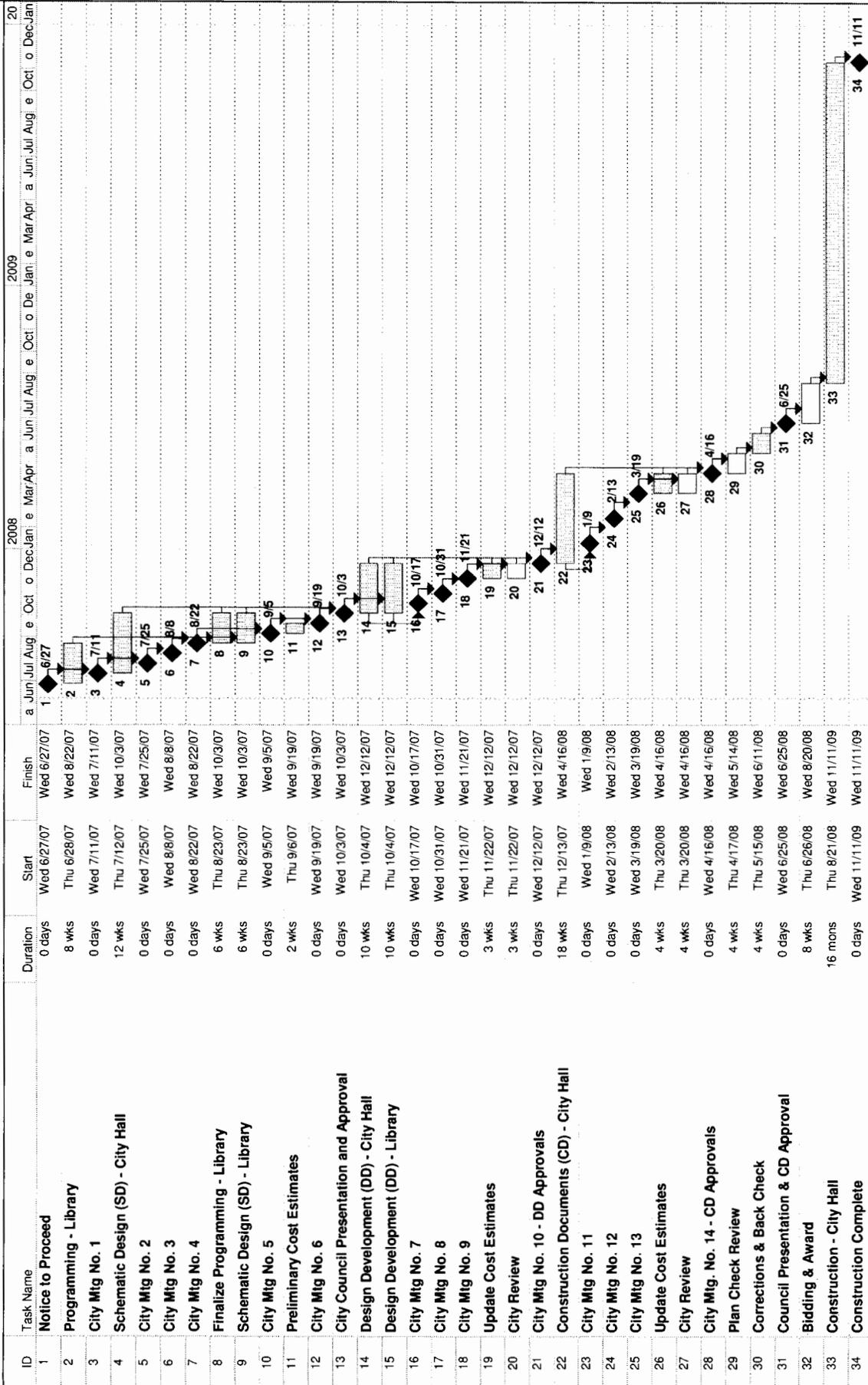
ATTACHMENT 3

Moorpark City Hall & Library Work Plan		SCHEMATIC DESIGN >>>>>												DESIGN DEVELOPMENT >>>>>											
Last Update: June 6, 2007																									
City Hall & Site																									
2007	6/28	7/5	7/12	7/19	7/26	8/2	8/9	8/16	8/23	8/30	9/6	9/13	9/20	9/27	10/4	10/11	10/18	10/25	11/1	11/8	11/15	11/22			
Weeks:	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22			
Rate																									
Steve Wagner Principal/Project Manager	\$190																								
Edmund Einy Director of Design	\$175																								
Amit Bhargava Project Architect	\$180																								
Devan Mitchell Senior Designer	\$135																								
TBD Job Captain	\$110																								
Scott Brady Project Designer	\$95																								
TBD CAD Support	\$85																								
Geneva Pickering Admin Support	\$85																								
Architecture - Weekly Totals:																									
Architecture - Phase Totals:																									
Lauren Dossey Interior Designer	\$95																								
Interior Design - Phase Totals:																									
Carol Johnson Specifications Writer	\$125																								
Specifications - Phase Totals:																									
Tom Jicha Cost Estimator	\$125																								
Cost Estimating - Phase Totals:																									
Weekly Totals - Net:																									
Phase Totals - Net:																									



City of Moorpark
City Hall & Library
Design Schedule

Updated: 6/6/07



Library: Programming/SD/DD
City Hall: SD/DD/CD/Construction

Meeting/Milestone

City Task

Design Task

ATTACHMENT 5

**THIRD AMENDMENT TO AGREEMENT
FOR SERVICES**

THIS THIRD AMENDMENT TO THE AGREEMENT FOR SERVICES ("Third Amendment"), is made and entered into this ____ day of June, 2007, ("the Effective Date") between the **City of Moorpark**, a municipal corporation, hereinafter referred to as "**CITY**", and GKK Works, a California Corporation, hereinafter referred to as "**ARCHITECT**".

WITNESSETH:

WHEREAS, November 4, 2004, the **CITY** and the **ARCHITECT** entered into an Agreement for architectural design and consulting services for a new City Hall/Civic Center; and

WHEREAS, in October 2006, the **CITY** and the **ARCHITECT** entered into a First Amendment to the Agreement for Services for additional master planning work; and

WHEREAS, in May 2007, the **CITY** and the **ARCHITECT** entered into a Second Amendment to the Agreement for Services for additional master plan and design work; and

WHEREAS, the **ARCHITECT** needs to increase their fees due to an expanded scope of work; and

WHEREAS, the **CITY** wishes to amend the Agreement for Services a third time to reflect this fee increase.

NOW, THEREFORE, in consideration of the mutual covenants, benefits, and premises herein stated, the parties hereto agree as follows:

CITY does hereby appoint **ARCHITECT** in a contractual capacity to perform the services in accordance with the terms and conditions hereinafter set forth in Exhibit "A", for a not to exceed fee of \$1,140,030.84, with the authorities, and responsibility ordinarily granted to this type of architectural work. In addition, the City Manager is authorized to approve optional services for an additional fee not to exceed \$191,750, as needed to complete the scope of work. All other terms and conditions of the original agreement shall remain in full force and effect.

[SIGNATURES ON PAGE 2]

CITY OF MOORPARK

ARCHITECT
GKK WORKS

By: _____
Steven Kueny
City Manager

By: _____
Stephen B. Wagner, AIA
Government Studio Lead

Date: _____

Date: _____

ATTEST:

Deborah S. Traffenstedt, City Clerk

Attachment: Exhibit A – Architects Proposal and Fee Sheets

ATTACHMENT 6

RESOLUTION NO. 2007 - _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MOORPARK, CALIFORNIA, AMENDING THE FY 2007/2008 CAPITAL IMPROVEMENT PROJECT BUDGET BY ALLOCATING \$1,308,781 FROM THE CITY HALL FACILITIES FUND FOR ADDITIONAL ARCHITECTURAL DESIGN FEES

WHEREAS, on June 20, 2007, the City Council adopted the budget for Fiscal Year 2007/2008; and

WHEREAS, on July 18, 2007, the City Council authorized Additional Architectural Design services for the Civic Center Campus project; and

WHEREAS, a budget amendment is required to fund these costs.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MOORPARK DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. That a budget amendment in the amount of \$1,308,781, as described in Exhibit "A" attached hereto, is hereby approved.

SECTION 2. The City Clerk shall certify to the adoption of this resolution and shall cause a certified resolution to be filed in the book of original Resolutions.

PASSED AND ADOPTED this 18th day of July, 2007.

Patrick Hunter, Mayor

ATTEST:

Deborah S. Traffenstedt, City Clerk

Exhibit A – Budget Amendment Resolution

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EXHIBIT A

**BUDGET AMENDMENT FOR
CITY HALL FACILITIES FUND
CITY MANAGER'S DEPARTMENT
FY 2007-08**

FUND ALLOCATION FROM:

Fund	Account Number	Amount
City Hall Facilities Fund	4001-5500	\$ 1,308,781.00
Total		\$ 1,308,781.00

DISTRIBUTION OF APPROPRIATION TO EXPENSE ACCOUNTS:

Account Number	Current Budget	Revision	Amended Budget
4001.2100.2007.9601	\$ 665,161.00	\$ 1,308,781.00	\$ 1,973,942.00
	\$ -		\$ -
	\$ -		\$ -
	\$ -		\$ -
Total	\$ 665,161.00	\$ 1,308,781.00	\$ 1,973,942.00

Approved as to Form:



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