

**TOWN OF
APPLE VALLEY, CALIFORNIA**

AGENDA MATTER

Subject Item:

DESIGN SERVICES FOR CIVIC MEETING ROOM SPACE—TOWN HALL EXPANSION

Summary Statement:

Beginning in February 2007, the Town Council, and the Town Council acting as the Redevelopment Agency Board of Directors, has taken a series of actions leading to the sale of Certificates of Participation (Town Hall Expansion) and Tax Allocation Bonds (Public Works Corporate Yard; Animal Shelter) for the purpose of financing such facilities, the design of the animal shelter that is currently out to bid and the ongoing design of the Town Hall Expansion Facility. Council has also taken action to purchase an existing building for the proposed Public Works Corporate Yard facility that has been determined to be suitable to meet the 20-year planning horizon needs of the Public Services Department once appropriate tenant improvements are installed in the facility. Although the various components of the public facilities program are related, this staff report focuses only on the Town Hall Expansion Facility and the need to address the civic meeting room space needs of the greater Apple Valley community.

As a fresh set of eyes, and coming from a community that possesses facilities that allow small gatherings all the way up to major conventions, it immediately became clear to me that the lack of civic meeting space is a void in our community, and the current public facilities program is the Town's best opportunity to fill this void until such time as formal conference center, convention center and community center facilities can be financed and built. In the short time I have been here, I have had numerous conversations with community members about this issue. In every instance, I have been asked to address this issue as soon as is reasonably possible.

(Summary Statement Continued)

Recommended Action:

That the Town Council appropriate \$148,800 from its redevelopment tax allocation bond proceeds for the purpose of designing civic meeting room space as part of the previously approved Town Hall Expansion Facility project and authorize staff to approve the attached proposal from Dougherty & Dougherty.

Proposed by: Frank W. Robinson, Town Manager **Item Number** _____

T. M. Approval: _____ **Budgeted Item** **Yes** **No** **N/A**

In discussing this issue with staff, I learned that staff had proposed civic meeting room space to the principals of Dougherty & Dougherty, the architect of record, but balked at the design and construction cost estimates provided during what was then a \$450/s.f. construction environment. Since that time, the economic downturn has steepened, resulting in a construction cost environment that will benefit the Town at this particular juncture. As a result, I met with staff and the architect and tasked them with developing a proposal that would result in the design of civic meeting room space that would be constructed at the same time as the Town Hall Expansion Facility.

Initially, the cost proposal for a 6,200 s.f. facility (including 1,000 s.f. lobby) was not too much different than the proposal that required this component of the project to be eliminated in the first place; however, I am pleased to report that this issue have been resolved in favor of the Town. The initial design proposal was \$285,000 and the proposed construction cost estimate was significantly higher than market forces would dictate. Staff and the Town's Construction Manager, Eberhardt Construction, worked diligently to resolve these discrepancies. This effort culminated in a design cost proposal of \$148,800 as described in more detail in the attached proposal from Dougherty & Dougherty Architects LLP.

As a result of this effort, I am proposing that the Town Council appropriate the necessary funds to finance this design effort. Once completed, the civic meeting room space plans and specifications will be included in the overall Town Hall Expansion Facility bid package as an additive/delete alternative. This will allow the Town Council to add or delete, as appropriate, the civic meeting room space component based upon the responsible bids received. If, for economic reasons the project cannot proceed at the time of bid award, the Council and community can take comfort in the fact that shelf-ready plans are available for construction as soon as funds can be identified to proceed with this component of the Town Hall Expansion Facility project.

Based upon the foregoing, staff recommends adoption of the form motion.



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September 22, 2008

Mr. Ken Henderson
Town of Apple Valley
14955 Dale Evans Parkway
Apple Valley, California 92307

**Re: Second Revision of Proposal for Additional Services
Town Hall Addition, Community Room
Town of Apple Valley
D+D Project No. 20715 A.3**

Dear Ken:

Please accept this second revised request for additional services specifically related to the addition of a community room to the project program. We have further reduced our fee by shifting costs out of the Design, Bidding and Construction Administration phases and by reducing the square foot of construction cost basis. We will tap into our original fee to cover the costs of phases not included, if the alternate is awarded.

Revisions

- We have eliminated the costs for the Bidding and Construction Administration phases.
- We have increased the square footage related to the newly added lobby to 1,000 square feet.
- We have changed the cost basis of construction to \$300 a square foot.
- We have agreed to design a wood structure.

Scope

The community room, designed to be an independent structure, includes: a 5,200 square foot community room, divisible into two rooms with a folding partition; a 1,000 square foot, air-conditioned, lobby as requested by the Town, a storage closet and casework within each side of the room with a sink, counter, and storage; an outdoor lobby entry space; an independent telecommunications room; an independent fire riser room for fire sprinklers; independent rooftop air conditioning, heating and ventilating systems; and stand-alone site utility connections. An outdoor covered corridor provides protected access, and will remain as a covered walkway for the remaining Town Hall building.

We will prepare construction documents that can be approved by The Town and suitable for competitive bid as a public works contract.

Fee

The basis for the fee is as follows:

Total Gross Square Feet:	6,200 S.F.
Total Estimated \$/S.F.:	\$300/S.F.*

COSTA MESA
OAKLAND

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Total Estimated Construction Cost: 6,200 x \$300= \$1,860,000

Basis for fee: 8.0% x \$1,860,000 = \$148,800

*The fee will be adjusted upward after bid if the square foot cost of the Community Room and Lobby exceeds \$300. There fee will remain unchanged if the square foot cost is less.

See attached spreadsheet for breakdown of phases, consultant work and hours.

Additional Reimbursable Reproduction Costs, Add NTE: \$500

Schedule

The Town has requested an aggressive completion schedule. We will have Construction Drawings ready for permit review 45 days from our notice to proceed. This proposal will remain in effect for 120 days.

Hopefully, the reductions are consistent with your expectation. Please contact us if you have any questions or require any further clarification. Your favorable review of this proposal is greatly appreciated. We look forward to the positive reception from the Town Council, and to the timely completion of the construction document phase of the work.

Sincerely,



Betsey Olenick Dougherty, FAIA, LEED AP
Partner

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ESTIMATED FEE PROPOSAL, Revision 2
Town of Apple Valley
Town Hall New Facility for Expansion, Community Meeting Room
Architectural Design Services
Date: Revised September 22, 2008

D+D Proj. No. 20715.00

The following itemized cost proposal is prepared as a supplement to our proposal of June 29, 2007.

Hourly rates include direct personnel expense, overhead, and profit. The building is described to be 6,200 s.f. with an estimated Total Project Cost of \$1.86 million dollars based on an estimated \$300 per square foot. The fee will be adjusted upward if the cost for the building is over the estimate noted above.

Schematic Design Phase (includes revision of earlier design concept)

Architect Principal	20 hrs. x	\$160 /hr. =	\$3,200
Architect Project Manager	24 hrs. x	\$130 /hr. =	\$3,120
Architect Job Captain	24 hrs. x	\$110 /hr. =	\$2,640
Architectural Designer	22 hrs. x	\$110 /hr. =	\$2,420
Architect Technical	40 hrs. x	\$95 /hr. =	\$3,800
Civil Engineer	0 hrs. x	\$160 /hr. =	\$0
Structural Engineer	0 hrs. x	\$160 /hr. =	\$0
Mechanical/Plumbing Engineer	0 hrs. x	\$140 /hr. =	\$0
Electrical Engineer	0 hrs. x	\$140 /hr. =	\$0
Landscape Architect	0 hrs. x	\$140 /hr. =	\$0

Subtotal: \$15,180

Design Development Phase

Architect Principal	16 hrs. x	\$160 /hr. =	\$2,560
Architect Project Manager	16 hrs. x	\$130 /hr. =	\$2,080
Architect Job Captain	32 hrs. x	\$110 /hr. =	\$3,520
Architectural Designer	50 hrs. x	\$110 /hr. =	\$5,500
Architect Technical	100 hrs. x	\$95 /hr. =	\$9,500
Civil Engineer	5 hrs. x	\$160 /hr. =	\$800
Civil Tech	6 hrs. x	\$90 /hr. =	\$540
Structural Engineer	20 hrs. x	\$160 /hr. =	\$3,200
Structural Technical	26 hrs. x	\$90 /hr. =	\$2,340
Mechanical/Plmbg. Engineer	12 hrs. x	\$140 /hr. =	\$1,680
Mechanical Technical	14 hrs. x	\$90 /hr. =	\$1,260
Electrical Engineer	12 hrs. x	\$140 /hr. =	\$1,680
Electrical Technical	14 hrs. x	\$90 /hr. =	\$1,260
Landscape Architect	5 hrs. x	\$140 /hr. =	\$700
Landscape Technical	6 hrs. x	\$90 /hr. =	\$540

Subtotal: \$37,160

Construction Documents Phase

A. Preparation of Construction Plans and Specifications. (40%)

Architect Principal	32 hrs. x	\$160 /hr. =	\$5,120
Architect Project Manager	40 hrs. x	\$130 /hr. =	\$5,200
Architect Job Captain	110 hrs. x	\$110 /hr. =	\$12,100
Architect Technical	245 hrs. x	\$90 /hr. =	\$22,050
Civil Engineer	10 hrs. x	\$160 /hr. =	\$1,600
Civil Technical	22 hrs. x	\$90 /hr. =	\$1,980
Structural Engineer	52 hrs. x	\$160 /hr. =	\$8,320
Structural Technical	81 hrs. x	\$90 /hr. =	\$7,290
Mechanical/Plmbg. Engineer	20 hrs. x	\$140 /hr. =	\$2,800
Mechanical Technical	56 hrs. x	\$90 /hr. =	\$5,040
Electrical Engineer	20 hrs. x	\$140 /hr. =	\$2,800
Electrical Technical	56 hrs. x	\$90 /hr. =	\$5,040
Landscape Architect	10 hrs. x	\$140 /hr. =	\$1,400
Landscape Technical	22 hrs. x	\$90 /hr. =	\$1,980
Clerical (Specifications)	80 hrs. x	\$80 /hr. =	\$6,400

Subtotal: \$89,120

B. Planchecking/backchecking

Architect Project Manager	8 hrs. x	\$130 /hr. =	\$1,040
Architect Job Captain	8 hrs. x	\$110 /hr. =	\$880
Architect Technical	32 hrs. x	\$90 /hr. =	\$2,880
Civil Engineer	1 hrs. x	\$160 /hr. =	\$160
Structural Engineer	7 hrs. x	\$160 /hr. =	\$1,120
Mechanical Engineer	4 hrs. x	\$140 /hr. =	\$560
Electrical Engineer	4 hrs. x	\$140 /hr. =	\$560
Landscape Architect	1 hrs. x	\$140 /hr. =	\$140

Subtotal: \$7,340

Bidding Phase

A. Provide bidding support services, including response to inquiries, issue of addenda, attendance at bid opening, and evaluation of bids.

Architect Principal	0 hrs. x	\$160 /hr. =	\$0
Architect Project Manager	0 hrs. x	\$130 /hr. =	\$0
Architect Job Captain	0 hrs. x	\$110 /hr. =	\$0
Architect Technical	0 hrs. x	\$90 /hr. =	\$0
Engineering Support	0 hrs. x	\$140 /hr. =	\$0

Subtotal: \$0

Construction Administration Phase
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A. Provide construction administration (includes punchlist and as-builts)

Architect Principal	0 hrs. x	\$160 /hr. =	\$0
Architect Project Manager	0 hrs. x	\$130 /hr. =	\$0
Architect Job Captain	0 hrs. x	\$110 /hr. =	\$0
Architect Technical	0 hrs. x	\$95 /hr. =	\$0
Civil Engineer	0 hrs. x	\$160 /hr. =	\$0
Civil Technical	0 hrs. x	\$90 /hr. =	\$0
Structural Engineer	0 hrs. x	\$160 /hr. =	\$0
Structural Technical	0 hrs. x	\$90 /hr. =	\$0
Mechanical/Plumbing Engineer	0 hrs. x	\$140 /hr. =	\$0
Mechanical Technical	0 hrs. x	\$90 /hr. =	\$0
Electrical Engineer	0 hrs. x	\$140 /hr. =	\$0
Electrical Technical	0 hrs. x	\$90 /hr. =	\$0
Landscape Architect	0 hrs. x	\$140 /hr. =	\$0
Landscape Technical	0 hrs. x	\$90 /hr. =	\$0

Subtotal: \$0

Total Fee 4.51% of construction **\$148,800**

Notes:

1. Reimbursable expenses for submittals include reproduction and delivery at 1.10 x direct cost (reproduction for bid and construction plans are not part of the scope).
2. Fee does not include a virtual model, digital renderings, and photographic services.
3. Fee includes 100% electronic documents, plotting, fax, e-mail, and in-house printing for A/E use.