



CITY OF SAN MATEO

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Agenda Report

Agenda Number: 5

Section Name: {{section.name}}

Account Number: 10-6600

File ID: {{item.tracking_number}}

TO: City Council
FROM: Alex Khojikian, City Manager
PREPARED BY: Public Works Department
MEETING DATE: February 20, 2024
SUBJECT:
Marina Library Structural Improvements Project – Amendment

RECOMMENDATION:

Approve Amendment No. 2 with Siegel & Strain Architects for design professional services for the Marina Library Structural Improvements Project in an amount not to exceed \$265,434 for a new total agreement amount of \$362,114; establish a contingency reserve of \$36,000; and authorize the Public Works Director to execute the amendment in substantially the form presented and any future amendments within the contingency amount.

BACKGROUND:

The Marina Branch Library is located at 1530 Susan Court and has served the community since 1966. Situated on the west embankment of Seal Slough, the building has experienced differential settlement and currently leans toward the waterway. As a result, the floor of the interior slopes up to 7% and has created an uncomfortable environment for both patrons and staff. Moreover, the slope of the floor exceeds current American with Disabilities Act (ADA) requirements. Preliminary geotechnical and structural investigations indicate the differential settlement has occurred due to consolidation of the bay mud soils below the one-story library building.

City staff developed the Marina Library Structural Improvements Project (Project) to resolve the settlement issues with the installation of deep helical piles to underpin the existing foundation. The Project will also implement additional improvements to comply with ADA requirements including the replacement of existing ramps at the entrance to the library and interior spaces, re-grading of the parking lot, and site drainage improvements. Additional improvements (e.g. lighting, external/indoor painting, flooring, roof, HVAC equipment, fire sprinkler and alarm system, restrooms, etc.) will be evaluated during the design phase of the Project.

On July 27, 2023, staff executed an agreement with Siegel & Strain Architects (S&S) for design professional services in an amount not to exceed \$45,000. Staff awarded this agreement in accordance with San Mateo Municipal Code Section 3.60.040(c), which allows award to professional services consultants through a negotiated process without competitive bidding. Staff determined that S&S was the best qualified for this Project due to their technical expertise, in-depth knowledge with municipal branch libraries, and design experience as the prime architect for libraries in neighboring jurisdictions.

On December 8, 2023, staff executed Amendment No. 1 for an amount not to exceed \$51,680 to provide budget for S&S to include (1) an expanded alternatives analysis of spatial programming and functional area analysis of the Marina Library and (2) furthering of the structural foundation design/seismic retrofit design alternatives. The scope of work for S&S included all components required for pre-design, but does not include the scope of work required for the next phase of the Project. Proposed Amendment No. 2 expands the scope of services and budget for S&S by adding Task 6 to the scope of services to complete the Project's next phase, which includes the conceptual design and construction bid documents for

the structural foundation.

Staff reviewed and negotiated S&S's proposal for work under Amendment No. 2 for a not-to-exceed amount of \$265,434. Staff believes the cost is reasonable for the scope of work and expertise required and recommends approving Amendment No. 2. Staff also recommends establishing a 10% contingency reserve to allow for scope modifications to address unknowns as the design proceeds. The existing term of the agreement is through December 31, 2025, unless amended.

The Project is currently in the final stages of pre-design and will then move into conceptual design. As the project moves toward construction, staff will provide a Project update to City Council.

BUDGET IMPACT:

Sufficient funds are available in the Marina Library Structural Improvements Project (665100) to fund this amendment and contingency reserve.

ENVIRONMENTAL DETERMINATION:

Approval of Amendment No. 2 is not a project subject to CEQA, because work associated with the Marina Library Structural Improvements Project is categorically exempt as an "existing facility," in that it consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use. (CEQA Guidelines Section 15301.)

NOTICE PROVIDED

All meeting noticing requirements were met.

ATTACHMENTS

Att 1 – Proposed Amendment No. 2

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