



CITY OF SAN MATEO

City Hall
330 W. 20th Avenue
San Mateo CA 94403
www.cityofsanmateo.org

Agenda Report

Agenda Number: 5

Section Name: {{section.name}}

File ID: {{item.tracking_number}}

TO: City Council
FROM: Drew Corbett, City Manager
PREPARED BY: Public Works Department
MEETING DATE: March 2, 2020
SUBJECT:
Main Library Children's Area Remodel - Contract Change Order

RECOMMENDATION:

Approve Change Order No. 1 to the contract with City Building Inc. for additional scope of work at the children's area in the Main Library in the amount of \$40,982, for a new contract total of \$116,973, and authorize the Public Works Director to execute the change order in substantially the form presented.

BACKGROUND:

The Main Library was built in 2006 and provides resources and offers services to the San Mateo community to meet the needs of individuals and groups for education, information, and personal development. In an effort to improve children's area functions, the library initiated the Children's Area Remodel Project to modernize media access, host events, and improve the overall user experience.

The original project scope of work involved a variety of building trades including demolition, carpentry, flooring, plumbing, painting, electrical, mechanical, media equipment, and furniture. In July 2019, the City engaged City Building Inc. as one of the contractors whose scope was to provide painting, plumbing, and electrical work for a contract amount of \$75,991.

After commencement of the renovation, the Library identified the need to expand the scope of work in order to meet all needs at the program level. Because construction had already begun and library services had been interrupted, Library staff determined that it was in the best interest of the City to move forward with completion of the Children's Area Remodel Project so as not to delay the re-opening of the area or to impede the Library's ability to effectively provide children's services to the community. Public Works staff directed City Building Inc. to continue work with the added scope.

The additional work consisted of demolition and disposal of existing theater risers, rerouting and installation of mechanical ductwork, framing for the installation of additional media equipment, electrical work in specific locations to accommodate new computer equipment needs, and drywall installation and repair. Change Order No. 1 represents the cost for materials and labor for the work not included in the original scope for City Building Inc. The additional amount of \$40,982 increases the total contract to \$116,973.

BUDGET IMPACT:

Sufficient funds are available in the Public Works Department operating budget to fund this change order.

ENVIRONMENTAL DETERMINATION:

This change order is categorically exempt from CEQA as an "existing facility," because 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 use. (CEQA Guidelines Section

15301.)

NOTICE PROVIDED

All meeting noticing requirements were met.

ATTACHMENTS

Att 1 – Contract Change Order

STAFF CONTACT

Steve Wu, Project Manager

swu@cityofsanmateo.org

(650) 522-7345

David Fink, Facilities and Fleet Services Manager

dfink@cityofsanmateo.org

(650) 522-7360