

**American River Flood Control District
District Roof Replacement – Lionakis Scope of Work
Staff Report**

Discussion:

The District worked with Lionakis architects in 2015 to design and construct a new headquarters office facility. At the time of the project, certain measures were taken to reduce overall construction costs. One of the items that was left out of the work was the installation of a new roof. The estimate at the time was that the existing roof had 2 to 3 more years of service life before needing to be replaced. The useful service life of the roof on the headquarters building has now been exceeded. Numerous leaks have been detected and are starting to cause damage to ceiling tiles and other structures.

District staff contacted Lionakis to see if they could help us develop a design for a new roof and also to generate bid documents to issue to a roofing contractor. During discussions with Lionakis, staff requested that they also include options for adding additional roof ventilation in the warehouse.

Lionakis conducted a recent inspection of the roof and consulted with their existing design drawings to provide the attached Scope of Work.

Estimated costs include:

Construction Documents Services: \$22,220.00
Bid and Award Services: \$ 5,900.00
Construction Administration Services: \$15,660.00
Close-out Services: \$ 4,720.00
Total Contract Amount: \$48,500.00

Options:

Design additional Shop Ventilation: **\$6,400**
Cost Estimates for Additional Shop Ventilation: **\$5,500**

Recommendation:

The General Manager recommends that the Board approve the Scope of Work including options for design and cost estimation for additional roof ventilation in the warehouse at an estimated cost of \$60,400.

7/31/2019

Tim Kerr
American River Flood Control District
185 Commerce Circle
Sacramento, CA 95815

Re: Re-Roof Project

Dear Tim:

Thank you for giving Lionakis the opportunity to provide you with the following proposal for the District Office Re-Roof project located at 185 Commerce Circle in Sacramento, CA.

DESCRIPTION OF PROJECT

The project will consist of providing professional architectural services required to document the roof replacement needed at the District office building. We will also provide as an add alternate, a fee for adding mechanical exhaust at the shop areas to alleviate heat and vehicle exhaust odors from the workspace, and a separate fee for a cost estimate of the proposed work.

We propose a Scope of Services and Deliverables as follows:

SERVICES

Construction Documents

1. Prepare drawings and specifications for roof replacement work documenting the scope of work with roof plan, details, and photos as applicable. Review drawings and roof details with manufacturer's representative.
2. Submit to Authority Having Jurisdiction (AHJ) over the project and obtain building permit.

Bid and Award

1. Attend pre-bid conference at the project site.
2. Respond to all Requests for Bid Information within a reasonable amount of time and maintain a log. The log shall be tabular in nature and sequentially numbered. Responses shall be basis for any Addenda issued.
3. Attend Bid opening.

Construction Administration

1. Attend preconstruction meeting with the successful construction contractor.
2. Provide timely processing of submittals, including receipt, review for general conformance with the contract documents, and take appropriate action on Shop Drawings, Product Data, Samples, and other submittals required by the Contract Documents. Distribute submittals to Owner, and General Contractor. Maintain master log of all submittals.
3. Review and respond to construction contractor Requests for Information (RFI), substitution requests, Operation and Maintenance Manuals, proposed change orders, etc. within the timeframes required in the construction documents. Maintain logs for RFI, Proposed Change Orders, etc.
4. Provide preparation of and documentation for Architectural Supplemental Instructions (ASI), Proposal Requests (PR), etc.
5. Review General Contractor's Application for Payment each month.

Tim Kerr
ARFCD Re-Roof Project
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6. Attend a total of four (4) construction progress meetings throughout duration of construction to become generally familiar with the progress and quality of the work and to determine if the work is proceeding in accordance with the Contract Documents.

Close Out

1. After the General Contractor has given written notice of completion, Lionakis will visit the site for the purpose of generating a "punchlist" of corrective items.
2. Once punchlist is completed by General contractor, Lionakis will visit the site to verify final completion of the project.
3. Assist the District with receipt of Guarantees and Warranties, release of lien notices, Operation and Maintenance Manuals.
4. Review final application for payment.
5. Prepare Record Drawings based on Contractor prepared As-Built Drawings to show as-built conditions and changes.
6. Deliver CAD version of Record Drawings to the District upon completion of construction.

CLARIFICATIONS

Lionakis' services shall be limited to those expressly set forth above. If scope of work or deliverables is not specifically listed above they are not considered part of this agreement. Lionakis shall have no other obligations, responsibility or deliverables for the project except as agreed to in writing or as provided in the Owner-Architect Agreement.

DELIVERABLES

Construction Documents

1. One (1) 50% review set, and One (1) final 100% Construction Documents set, including plans and specifications, consisting of One (1) reproducible set, each sheet wet-stamped and signed by the Architect of Record registered in the State of California, the AHJ approval stamp, and "Bid Set" stamped on each sheet.

Bid and Award

1. Attend pre-bid conference.
2. Prepare Addenda.

Construction Administration

1. Attend pre-construction meeting.
2. Attend four (4) site progress meetings.

Close Out

1. Attend Punchlist meeting.
2. Prepare Record Drawing set.

COMPENSATION

1. We propose to provide these services and deliverables based on the information and scope of work described above for a fixed fee of \$48,500.00. If this fee should meet with your approval we will forward you our standard agreement. Lionakis' hourly rate schedule is attached.

Tim Kerr
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Close-out Services:	<u>\$ 4,720.00</u>
Total Contract Amount:	\$48,500.00

2. Reimbursable Expenses are in addition to compensation for Basic and Additional Services and will be billed at a multiple of 1.10% the expenses incurred. These charges include, but are not limited to, expenses incurred which are directly related to the Project, such as reproductions, plans and plots for owner, agency or contractor's use, standard form documents, postage, handling and delivery of Instruments of Service, and mileage. Reimbursable expenses are not expected to exceed \$750.00.

ADD ALTERNATE SERVICES

1. At the District's direction, provide Mechanical Engineering services for design of exhaust system to ventilate existing shop bay spaces. Services include preparation of preliminary drawings for review, preparation of construction drawings, one trip to site during design phase, incorporation of plan check comments, review of submittals, assistance during bidding. One site visit during construction phase. Services also include power engineering for fan connection to building electrical system.

Cost: \$ 6,400.00

2. At the District's direction, provide opinion of probable construction cost.

Cost: \$5,500.00

We appreciate the opportunity to provide this proposal and are looking forward to working with you on this project. Please do not hesitate to contact me if you require any more information.

Sincerely,



Don Mariano, AIA
Senior Project Manager

Encl.: 2019 Fee Schedule

ARFCD Re-Roof

Fee Breakdown

Lionakis 2019 Rate Sheet

31-Jul-19

Construction Document Phase

	<u>Rate</u>	<u>Hours</u>	<u>Cost</u>
Principal	\$ 230.00	2	\$ 460.00
Project Manager	\$ 175.00	16	\$ 2,800.00
Project Designer	\$ 140.00	80	\$ 11,200.00
Specification Writer	\$ 175.00	40	\$ 7,000.00
Project Coordinator	\$ 95.00	8	\$ 760.00
Sub-total		146	\$ 22,220.00

Bidding Phase

	<u>Rate</u>	<u>Hours</u>	<u>Cost</u>
Principal	\$ 230.00	2	\$ 460.00
Project Manager	\$ 175.00	16	\$ 2,800.00
Project Designer	\$ 140.00	8	\$ 1,120.00
Specification Writer	\$ 175.00	0	\$ -
Project Coordinator	\$ 95.00	16	\$ 1,520.00
Sub-total		42	\$ 5,900.00

Construction Administration Phase

	<u>Rate</u>	<u>Hours</u>	<u>Cost</u>
Principal	\$ 230.00	2	\$ 460.00
Project Manager	\$ 175.00	40	\$ 7,000.00
Project Designer	\$ 140.00	40	\$ 5,600.00
Specification Writer	\$ 175.00	4	\$ 700.00
Project Coordinator	\$ 95.00	20	\$ 1,900.00
Sub-total		106	\$ 15,660.00

Closeout Phase

	<u>Rate</u>	<u>Hours</u>	<u>Cost</u>
Principal	\$ 230.00	2	\$ 460.00
Project Manager	\$ 175.00	4	\$ 700.00
Project Designer	\$ 140.00	20	\$ 2,800.00
Specification Writer	\$ 175.00	0	\$ -
Project Coordinator	\$ 95.00	8	\$ 760.00
Sub-total		34	\$ 4,720.00

Grand Total - Architectural \$ 48,500.00**ADD Alternate - Mechanical Exhaust \$6,400.00****ADD Alternate - Cost Estimator \$ 5,500.00**