

III Consent, Item B

MINUTES
BERKELEY PUBLIC LIBRARY
BOARD OF LIBRARY TRUSTEES SPECIAL MEETING
Wednesday, April 23, 2012, 12:00 P.M.

CENTRAL LIBRARY – 2090 Kittredge Street

Board of Library Trustees:

Chair Winston Burton	Darryl Moore
Vice Chair Abigail Franklin	Julie Holcomb
	Jim Novosel

I. PRELIMINARY MATTERS

A copy of the agenda packet and a digital recording of the meeting is accessible at http://www.berkeleypubliclibrary.org/about_the_library/bolt/bolt.php

A. Call to Order: 12:03 p.m.

Present: Trustees Burton, Franklin, Holcomb, Moore and Novosel

Absent: none

Also Present: Donna Corbeil, Director of Library Services; Douglas Smith, Deputy Director; Dennis Dang, Library Admin Manager; Eve Franklin, Administrative Secretary.

Steve Dewan, Kitchell CEM

Kirsten Cowan, Berkeley Library Foundation

B. Public Comments: None.

C. Report from library employees and unions, discussion of staff issues: None.

D. Report from Board of Library Trustees:

1. Trustee Franklin: Congratulations on North Branch Opening. I heard it was great.
2. Trustee Holcomb: It was a fantastic event. It was packed. Staff did a great job.
3. Trustee Burton: The Community Room brought tears to my eyes. The West Branch closing had a good turnout.

II. ACTION CALENDAR

A. West Branch Construction Contract

Director Corbeil provided copies of a revised resolution (Attachment 1), Project Cost Control Report – West Branch (Attachment 2) and Project Cost Control Report – Branch Library Improvement Program (Attachment 3).

From: Library Director

Recommendation: Adopt a resolution to recommend City Council approve execution of a contract and any amendments, extensions, or change orders until completion of the project in accordance with the approved plans and Specifications No. 12-10614-C with West Bay Builders, Inc. for the West Branch Improvement Project in an amount not to exceed \$5,785,000.

Financial Implications: see report.

Contact: Donna Corbeil, Library Director.

Action: M/S/C (Trustee Moore / Trustee Franklin to adopt Resolution # R12-023.
Vote: Ayes: Trustees Burton, Franklin, Holcomb, Moore and Novosel. Noes: None.
Absent: None. Abstentions: None.

III. AGENDA BUILDING

The next meeting will be a Regular Meeting held at 6:30 PM on Wednesday, May 9, 2012 at the North Branch Library, 1125 University Avenue, Berkeley.

IV. ADJOURNMENT

Adjourned at 12:27 p.m.

COMMUNICATIONS: None.

SUPPLEMENTAL COMMUNICATIONS AND REPORTS:

1. Revised resolution for West Branch Construction Contract
2. Project Cost Control Report – West Branch.
3. Project Cost Control Report – Branch Library Improvement Program.



RESOLUTION NO.: R12-0__

CONTRACT: WEST BAY BUILDERS, INC.

FOR CONSTRUCTION OF THE WEST BRANCH LIBRARY IMPROVEMENT PROJECT

WHEREAS, in November 2008 City residents voted in favor of Measure FF a Library bond measure not to exceed \$26M to renovate, expand, and make seismic and access improvements at the four branch libraries; and

WHEREAS, the City hired Harley Ellis Devereaux / GreenWorks Studio Architects to design and develop construction documents for improvements to the West Branch Library; and

WHEREAS, the City lacks sufficient staff and resources to complete the construction in-house; and

WHEREAS, a request for bids from contractors to renovate the library were released for bid on March 2, 2012 and Thirteen bids were opened on April 17, 2012; and

WHEREAS, West Bay Builders, Inc. was determined to be the lowest responsive and responsible bidder; and

WHEREAS, funding is available in FY 2012 of \$5,785,000 from the Branch Improvement Program / Measure FF Fund budget code 308-9301-450.65-75 10LB26 through the transfer of project and program contingency funds to construction funding of the West Branch; and

WHEREAS, Pursuant to Berkeley code section 3.04.090(E) the Library shall recommend to the City Council the execution of contracts relating to the improvements at the four branch libraries, including but not limited to contracts for design, engineering, construction management and construction.

NOW, THEREFORE, BE IT RESOLVED that the Board of Library Trustees of the City of Berkeley adopt a resolution to recommend City Council approve execution of a contract and any amendments, extensions, or change orders until completion of the project in accordance with the approved plans and Specifications No. 12-10614-C with West Bay Builders, Inc. for the West Branch Improvement Project in an amount not to exceed \$5,785,000.

ADOPTED by the Board of Library Trustees of the City of Berkeley at a Special Meeting held on April 23, 2012 by the following vote:

AYES:

NOES:

ABSENT:

ABSTENTIONS:

Winston Burton, Chairperson

Donna Corbeil, Director of Library Services
Serving as Secretary to the Board of Library Trustees



DRAFT WORKSHEET (EXPENSES TO 02/29/12)

PROJECT COST CONTROL REPORT

West Branch Renovation and Expansion		Revised Budget - January 31, 2012	Previous Month's Committed Costs	Current Committed Costs	Expended to Date	Notes - Since 01/01/12
SITE HARD COSTS						
General Contractor						
	Contract / Estimate - Construction	\$ 4,840,000	\$ 4,840,000	\$ 5,435,000	\$ -	2
	Contract / Estimate - Demolition	\$ 60,000	\$ 60,000	\$ 60,000	\$ -	
	Approved Change Order Requests	\$ -	\$ -	\$ -	\$ -	
	Pending Change Order Requests	\$ -	\$ -	\$ -	\$ -	
	Change Order Contingency	\$ 490,000	\$ 490,000	\$ 490,000	\$ -	
Other Project Hard Costs						
	Public Art	\$ 73,500	\$ 73,500	\$ 73,500	\$ 2,910	
	Miscellaneous Purchase Orders	\$ 55,000	\$ 15,000	\$ 15,000	\$ -	
TOTAL SITE HARD COSTS		\$ 5,518,500	\$ 5,478,500	\$ 6,073,500	\$ 2,910	
SITE SOFT COSTS						
	Architectural and Engineering Fees	\$ 716,540	\$ 716,540	\$ 716,540	\$ 452,707	
	Executed ASAs	\$ -	\$ 28,605	\$ 28,605	\$ 23,093	1
	LEED Commissioning	\$ -	\$ -	\$ -	\$ -	
	LEED Fees	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	
	Special Inspections & Testing	\$ 35,000	\$ 35,000	\$ 35,000	\$ -	
	Miscellaneous Consultants	\$ 15,000	\$ 5,000	\$ 5,000	\$ -	
	City Fees (Planning Studies, etc.)	\$ 20,000	\$ 39,933	\$ 39,933	\$ 39,933	
	Building Permit , Inspections	\$ 258,478	\$ 258,478	\$ 258,478	\$ 79,337	
	Environmental Consultants & Studies (CEQA)	\$ 50,000	\$ 65,000	\$ 65,000	\$ 64,521	
	Utility Fees - PG&E	\$ 37,500	\$ 37,500	\$ 37,500	\$ -	
	Utility Fees - AT&T	\$ 12,500	\$ 12,500	\$ 12,500	\$ -	
	Utility Fees - EBMUD	\$ 10,000	\$ 70,000	\$ 70,000	\$ 299	
	Geotechnical Survey & Report	\$ 10,000	\$ 10,000	\$ 10,000	\$ 2,500	
	Survey Fees	\$ 4,000	\$ 4,000	\$ 4,000	\$ 3,028	
	Hazmat Monitoring/Testing Services	\$ 50,000	\$ 25,000	\$ 25,000	\$ 3,681	
	Temporary Storage Costs	\$ 37,500	\$ 37,500	\$ 37,500	\$ -	
	Printing/Plan Reproduction	\$ 20,000	\$ 20,000	\$ 20,000	\$ 368	
	Bid Advertising	\$ 1,500	\$ 1,500	\$ 1,500	\$ -	
	Moving Costs	\$ 16,520	\$ 16,520	\$ 16,520	\$ -	
	Contract Authorized Contingencies	\$ 71,645	\$ 43,040	\$ 43,040	\$ -	
TOTAL SITE SOFT COSTS		\$ 1,371,183	\$ 1,431,116	\$ 1,431,116	\$ 669,466	
TOTAL SITE COSTS		\$ 6,889,683	\$ 6,909,616	\$ 7,504,616	\$ 672,376	
PROJECT CONTINGENCY		\$ 249,772	\$ 229,839	\$ (365,161)	\$ -	
TRANSFER FROM PROGRAM CONTINGENCY				\$ 365,161	\$ -	3
TOTAL SITE BUDGET		\$ 7,139,455	\$ 7,139,455	\$ 7,504,616	\$ 672,376	

Notes - Since 01/01/12

- 1 HED - Executed ASAs #1-4 (as of 01/01/12)
- 2 Budget line item commitment revised to apparent low bid value (04/17/12)
- 3 Portion of Program Contingency transferred to West Project Contingency (04/19/12)


DRAFT WORKSHEET (EXPENSES TO 02/29/12)
PROGRAM COST CONTROL REPORT

BERKELEY PUBLIC LIBRARY Branch Library Improvement Program		Revised Budget - January 31, 2012	Previous Month's Committed Costs	Current Committed Costs	Expended to Date	Notes - Since 01/01/12
NORTH BRANCH						
	Hard Costs	\$ 4,589,000	\$ 4,815,000	\$ 4,815,000	\$ 3,434,475	
	Soft Costs	\$ 1,263,531	\$ 1,142,081	\$ 1,142,081	\$ 960,136	
	Project Contingency	\$ 111,939	\$ 7,389	\$ 7,389	\$ -	
	<i>Branch Total</i>	\$ 5,964,470	\$ 5,964,470	\$ 5,964,470	\$ 4,394,610	
SOUTH BRANCH / TOOL LENDING						
	Hard Costs	\$ 5,044,500	\$ 5,032,500	\$ 5,032,500	\$ 2,910	
	Soft Costs	\$ 1,435,176	\$ 1,492,128	\$ 1,492,128	\$ 843,194	
	Project Contingency	\$ 49,844	\$ 4,892	\$ 4,892	\$ -	
	<i>Branch Total</i>	\$ 6,529,520	\$ 6,529,520	\$ 6,529,520	\$ 846,104	1
WEST BRANCH						
	Hard Costs	\$ 5,518,500	\$ 5,478,500	\$ 6,073,500	\$ 2,910	3
	Soft Costs	\$ 1,371,183	\$ 1,431,116	\$ 1,431,116	\$ 669,466	
	Project Contingency	\$ 249,772	\$ 229,839	\$ -	\$ -	
	<i>Branch Total</i>	\$ 7,139,455	\$ 7,139,455	\$ 7,504,616	\$ 672,376	
CLAREMONT BRANCH						
	Hard Costs	\$ 3,268,500	\$ 3,348,500	\$ 3,348,500	\$ 1,815,181	
	Soft Costs	\$ 1,038,577	\$ 1,043,572	\$ 1,043,572	\$ 857,521	
	Project Contingency	\$ 87,163	\$ 2,168	\$ 2,168	\$ -	
	<i>Branch Total</i>	\$ 4,394,240	\$ 4,394,240	\$ 4,394,240	\$ 2,672,702	
TOTAL SITE COSTS		\$ 24,027,685	\$ 24,027,685	\$ 24,392,846	\$ 8,585,793	
GENERAL PROGRAM SOFT COSTS						
	Programming Consultant	\$ 60,000	\$ 60,000	\$ 60,000	\$ 58,794	
	IT Consultant	\$ 125,000	\$ 125,000	\$ 125,000	\$ 86,739	
	Bond Consultant	\$ 100,000	\$ 100,000	\$ 100,000	\$ 85,838	
	City Consultant	\$ 200,000	\$ 200,000	\$ 200,000	\$ 79,400	
	Construction Management	\$ 996,990	\$ 1,092,990	\$ 1,092,990	\$ 707,209	
	Accessibility Consultant	\$ 1,000	\$ 1,000	\$ 1,000	\$ 250	
	Legal Fees	\$ 100,000	\$ 100,000	\$ 100,000	\$ -	
	Bond Fees	\$ 95,000	\$ 95,000	\$ 95,000	\$ 37,825	
	Public Relations	\$ 30,000	\$ 30,000	\$ 30,000	\$ 18,417	
	Tool Library Rental / Moving	\$ 50,000	\$ 50,000	\$ 50,000	\$ -	
	Contract Authorized Contingencies	\$ 108,962	\$ 12,962	\$ 12,962	\$ -	
	Bookmobile	\$ 120,000	\$ 120,000	\$ -	\$ 96,075	2
TOTAL GENERAL PROGRAM COSTS		\$ 1,986,952	\$ 1,986,952	\$ 1,866,952	\$ 1,170,546	
TOTAL PROGRAM & SITE COSTS		\$ 26,014,637	\$ 26,014,637	\$ 26,259,797	\$ 9,756,338	
PROGRAM CONTINGENCY		\$ 385,363	\$ 385,363	\$ 140,203	\$ -	3
TOTAL PROGRAM BUDGET		\$ 26,400,000	\$ 26,400,000	\$ 26,400,000	\$ 9,756,338	1, *

Notes - Since 01/01/12

- * Total less Bond Fees for comparison to BPL report -> \$ 9,718,513.40
- 1 Additional Funding Confirmed by BPL (01/18/12) - \$200,000
- 2 Bookmobile to be funded by BPL (03/14/12)
- 3 Portion of Program Contingency transferred to West Project Contingency (04/19/12)