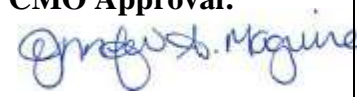




**CITY COUNCIL ACTION REQUEST**

<b>Department(s):</b> Public Works	<b>CEQA:</b> Not a Project, File No. PP17-003, Agreements / Contracts resulting in no physical changes to the environment	<b>Coordination:</b> CAO and City Manager's Budget Office	<b>Dept. Approval:</b> /s/ Matt Cano
<b>Council District(s):</b> 6			<b>CMO Approval:</b>  6/19/2020

**SUBJECT: FIRST AMENDMENT TO MASTER AGREEMENT WITH IBI GROUP, INC. (CPMS No. 8252-A) FOR ARCHITECTURAL SERVICES FOR VARIOUS CITY FACILITY PROJECTS**

**RECOMMENDATION:**

Approve the First Amendment to the Master Agreement with IBI Group, Inc. for Architectural Services to:

- (a) Increase the total compensation by \$90,000, for a total Agreement amount not to exceed \$1,090,000, and
- (b) Extend the term of the Agreement from December 31, 2020 to December 31, 2021 for the exclusive purpose of allowing the Consultant to complete work on the New Fire Station No. 37.

**BASIS FOR RECOMMENDATION:**

On January 10, 2017, Council awarded a Master Agreement for Architectural Services for Various Facilities projects in the amount of \$1,000,000 to IBI Group, Inc. (IBI). To date, nine service orders have been issued to IBI pursuant to this agreement for various facilities projects. Service Order No. 9 was the last service order issued per this Master Agreement. Service Order No. 7 was the last issued for the new Fire Station No. 37 project ("project") which provided construction documents, bidding, and construction administration services. The extension of the Agreement to December 31, 2021 and the subsequent Service Order No. 10, will grant IBI an extension to complete its involvement of construction administration services, assisting the city project management team in the construction of the new Fire Station No. 37. Extension is requested since the project would not be completed by the Master Agreement current expiration of December 31, 2020.

The City and IBI have prepared construction documents for the project, and the City advertised the project for bids on Biddingo.com on April 8, 2020. Construction is anticipated to start in September 2020 and be completed by the end of 2021. IBI is familiar with the project due to the substantial work it has already performed under Service Order No. 7, including the preparation of construction documents of the Fire Station. Because of this, it would not be practicable or cost efficient for the City to undertake a competitive process for another consultant to perform this work.

This amendment to the Master Agreement will be utilized for an additional Service Order to IBI: Service Order No. 10, in the amount of \$50,000 for the additional work of the design of unforeseen items implemented in the design, such as Fire Department permitting requests, utility companies additional requests, civil changes, and solar panel design and energy studies of the Fire Station No. 37. The remaining amount will be set aside and limited to any unforeseen conditions that may require additional consultant assistance during the construction of the Fire Station.

Climate Smart San Jose: The recommendation in this memo has no effect on Climate Smart San José energy, water, or mobility goals.

Commission Recommendation/Input: No commission recommendation or input is associated with this action.

**COST AND FUNDING SOURCE:**

<u>Fund</u>	<u>Appn</u>	<u>Appn Name</u>	<u>Amount Allocated for Contract</u>
498	411P	Measure T – Fire Station 37	\$90,000

**FOR QUESTIONS CONTACT:** Michael O’Connell, Deputy Director of Public Works at 408-535-8300.