



INFORMATIONAL MEMORANDUM

TO: **Transportation and Infrastructure Services Committee**
FROM: **Hari Ponnekanti, Public Works Director / City Engineer**
BY: **Justine Kim, Senior Project Manager, Shiels Oblatz Johnsen, Inc.**
CC: **Mayor Allan Ekberg**
DATE: **June 17, 2022**
SUBJECT: **Public Works Fleet and Facilities Tenant Improvement Project**
Project Number 91630601,
Contract 18-197, Amendment No. 5

ISSUE

Approve Amendment No. 5 to Contract No. 18-197 with SHKS Architects for the Public Works Fleet and Facilities Tenant Improvement Project.

BACKGROUND

The City Council adopted a Combined Public Works Shop Capital Project as part of the City's Public Safety Plan. This project was most recently updated in the 2021-2022 Adopted Budget. The City chose a site in 2017, purchased properties in 2018 and began Phase 1 design and construction in 2019. Additional funding is needed for the Public Works Fleet and Facilities Tenant Improvement Project (Phase 1 of the Public Works Shop) of \$1 million to complete exterior work (roofing work, exterior envelope, and covered storage), as was discussed at Transportation and Infrastructure Services Committee on April 4, 2022. At the April 11, 2022 Committee of the Whole meeting, Council provided their consensus to proceed with this funding plan as outlined. This amendment is one of the steps in proceeding with the funding plan, specifically related to architectural services.

The City of Tukwila hired SHKS Architects to perform architectural design and planning services for the Public Works Project as part of the Tukwila Public Safety Plan, in the amount of \$299,997.00. Amendment No. 1 was for additional services and fees for preparing permit and bid documents, obtaining demolition permits, and construction contract administration for the demolition of two existing buildings on the City of Tukwila Public Works future site, in the amount of \$16,500.00. Amendment No. 2 provided Schematic Design, Design Development, Construction Documents, Bidding, Construction Administration, and Project Closeout services related to Public Works project in the amount of \$570,768.00. Amendment No. 3 provided continued construction administration time beyond basic services, in the amount of \$39,125.00. Amendment No. 4 was a no cost, time extension amendment to extend the contract end date to December 31, 2022.

ANALYSIS

Amendment No. 5 is for services which includes design and construction oversight for the roofing enhancement, envelope painting/repair, and addition of detached storage buildings at the Public Works Fleet and Facilities property. These services will include preparing design, permit (as applicable) and Request for Change Order Proposal documents for the Tukwila Public Works Shops roofing enhancement, envelope painting/repair and detached storage buildings project.

FISCAL IMPACT

The expenditures associated with these tasks are anticipated and are included in the Council approved project budget. SHKS Architects has provided an hourly cost, not to exceed \$130,000.00, to perform the additional services in Amendment No. 5. The total contract amount will now be \$1,056,390.00.

A. Original Contract – <i>Master Planning & Programming</i>	\$299,997.00
B. Amendment No. 1 – <i>Bid documents, demolition permits & construction contract administration</i>	\$16,500.00
C. Amendment No. 2 – <i>Schematic Design, Design Development, Construction Documents, Bidding, Construction Administration, and Project Close-Out</i>	\$570,768.00
D. Amendment No. 3 – <i>Additional Construction Administration, Tukwila Public Works Scope additions/revisions</i>	\$39,125.00
E. Amendment No. 4 – <i>No Cost, Time Extension Only</i>	\$0.00
F. Amendment No. 5 – <i>Design/Construction oversight for Roofing Enhancement, Envelope Repair, Addition of Detached Storage Buildings</i>	\$130,000.00
New Contract Amount	\$1,056,390.00

RECOMMENDATION

Council is being asked to approve Amendment No. 5 to Contract No. 18-197 with SHKS Architects in the amount of \$130,000.00 and to consider this item on the Consent Agenda of the June 27, 2022, Special Council Meeting.

Attachments: SHKS Architects Amendment No. 5
SHKS Architects Scope of Work and Fee – EXHIBIT A



CONTRACT FOR SERVICES

Amendment No. 5

Between the City of Tukwila and SHKS Architects

That portion of Contract No. 18-197 between the City of Tukwila and SHKS Architects is hereby amended as follows:

Section 1 Project Designation: The Consultant is retained by the City to perform Architectural Design, Planning and Close-Out services in connection with the project titled Tukwila Public Works Facility project ("Project").

Section 2 Scope of Services: The Consultant agrees to perform the services, identified on Exhibit "A" attached hereto, including the provision of all labor, materials, equipment and supplies.

Section 4 Payment. The Consultant shall be paid by the City for completed work and for services rendered under this Agreement as follows:

Payment for the work provided by the Consultant shall be made as provided on Exhibit "A" attached hereto, provided that the total amount of payment to the Consultant shall not exceed **\$1,056,390** (including estimated expenses) without express written modification of the Agreement signed by the City. The total fee for additional services related to Amendment No. 5 are **\$130,000**.

All other provisions of the contract shall remain in full force and effect.

Dated this _____ day of _____, 2022

CITY OF TUKWILA

CONSULTANT

Allan Ekberg, Mayor

Jonathan Hartung, Principal

ATTEST/AUTHENTICATED

APPROVED AS TO FORM

Christy O'Flaherty, MMC, City Clerk

Office of the City Attorney

June 09, 2022

Justine Kim
Shiels | Obletz | Johnsen
101 Yesler Way, Suite 606
Seattle, WA 98104


Re: CITY OF TUKWILA PUBLIC WORKS

Dear Justine,

The following proposal for services includes design and construction administration for the roofing enhancement, envelope repair, and addition of detached storage buildings at the Tukwila Public Works Fleet and Facilities property. These services include preparing design, permit (as applicable) and Job Order Contract bid documents, for the Tukwila Public Works Shops Envelope repair/replacement and detached storage buildings project.

Please do not hesitate to contact us with any questions you may have.

Sincerely,



Adam Hirschreider, AIA
Principal

cc: file

ADDITIONAL SERVICES FEE PROPOSAL

Project Name CITY OF TUKWILA PUBLIC WORKS

Date Submitted June 09, 2022

Revision Number: 4

PROJECT UNDERSTANDING

Basic services include design, permit, construction documents, bidding, and limited construction phase services for the Tukwila Public Works Shops Envelope repair/replacement and design review/coordination of the detached storage buildings. Our scope of work includes renovations to the existing building and design review of stand-alone storage structures. Renovations include: roof retrofitting (membrane roofing installed over existing roof), exterior envelope repair and replacement (replacement of existing metal cladding to +/- 8 feet, repair of existing metal panel above, and painting of building), and manufactured steel platform at generator. Storage structure design review consists of review of supplier/manufacture provided drawings and coordination/review of the design to meet operational requirements of the City. It is our understanding that The City of Tukwila has elected to perform this work utilizing a Job-Order-Contractor.

Basic services include architectural, structural, and envelope consulting services. Basic service meetings are limited to three (3) meetings during Design, four (4) meetings during Construction Documents, and monthly meetings during Construction. Each meeting is budgeted for two hour including travel time. All meetings are scheduled to occur at TPW offices. Meetings during design and construction documents beyond (7) identified above, are an additional service. Meetings during construction beyond (3-SHKS, 12 – Envelope Consultant), are an additional service.

SCOPE OF SERVICES & DELIVERABLES – ENVELOPE REPAIR

1. Design
 - 100% Design Drawings and outline specifications
 - 100% Design Cost Plan
 - Permit submittal including drawings, calculations and revisions (as necessary)
2. Construction Documents
 - 100% Bid Documents (drawings and specifications)
 - 100% Bid Documents Cost Plan
3. Bidding (Job-order Contractor)
 - Coordinate issuance of bid documents
 - Respond to bidder questions
 - Clarify bid documents
4. Construction Phase Services
 - Envelope Consultant to perform weekly (assumes 12) job walks/issue field reports to confirm construction in accordance with design intent
 - Attend monthly meetings with JOC and owner to review progress
 - Perform punch walk and issue punch list

SCOPE OF SERVICES & DELIVERABLES – STORAGE STRUCTURE DESIGN REVIEW

1. Design
 - Review manufacturer/supplier provided documents
 - Confirm/coordinate with City of Tukwila that the design meets operational requirements
 - Attendance at (2) meetings with owner
 - Civil Engineering for grading, site drainage.
2. Construction Documents
 - Review construction documents for design intent conformance

MAXIMUM ALLOWABLE CONSTRUCTION COST (MACC)

The anticipated maximum allowable construction cost (MACC) for the Envelope Repair project is \$1,100,000.

BASIC SERVICE FEE

We have based our fee proposal on the State of Washington A/E Fee Schedule for Public Works Building Projects. Based on the scope and deliverables we have prorated the fee and percentage, the fixed fee for basic services is **\$130,000**. Should the cost of construction exceed the anticipated MACC we will request additional compensation as necessary.

REIMBURSABLES:

Expenses in addition to compensation for Basic Services include expenses incurred by the Architect directly related to the Project. Expense costs to be reimbursed by the Client may include but are not limited to the following: printing, courier fees, mileage, permit fees, other fees, presentation materials, models, visualizations, and photography. The Architect shall seek prior authorization from the Owner for these expense costs.

For Reimbursable Expenses the compensation shall be the expenses incurred by the Architect plus « Ten » percent («10 » %) of the expenses incurred.

The estimated reimbursable expenses for this project are \$500.

EXCLUSIONS

Construction administration phase services and project closeout are excluded.

SUMMARY OF FEES

Envelope Repair/Replacement:	\$85,000
Civil Engineering:	\$10,000 ALLOWANCE
Envelope Consultant:	\$25,000 ALLOWANCE
Storage Structure Design Review:	\$9,500
Reimbursables:	\$500
Total:	\$130,000

RATES

Rates are hourly, in accordance with the rates stated in City Project No. 91630601, Contract 18-197.

SCHEDULE

Design	04/01/22 through 05/13/22
Construction Documents	05/16/22 through 06/17/22
Bidding	06/20/22 through 07/13/22

Construction

TBD