



CITY OF LODI

COUNCIL COMMUNICATION

AGENDA TITLE: Authorize City Manager to Approve Change Order for DeBenedetti Park (\$81,500)

MEETING DATE: September 4, 2002

PREPARED BY: Parks and Recreation Director

RECOMMENDED ACTION: That the City Council authorize the City Manager to approve a Change Order for DeBenedetti Park Design work for \$81,500 which would result in a total revised design appropriation of \$626,500.

BACKGROUND INFORMATION: City Council awarded project design work contract to Stantec on February 6, 2002, and appropriated a not to exceed amount of \$545,000 for design work.

The design work has proceeded aggressively on this project based upon the site plan approved by Council on May 15, 2002, for a combined drainage basin and lighted outdoor athletic fields facility of roughly 49 acres. This project is anticipated to require removal of over 300,000 cubic yards of dirt for the drainage basin requirements. Phased development of this project has been reviewed and is recommended. Phasing this project will allow us to progress as funding is made available for each phase.

This change order is presented due to a series of meetings and negotiations which have occurred between staff and Stantec. The change order will provide for continued design of the project in three distinct steps or phases. They are:

Phase I - Mass Grading
Phase I – Park Construction
Phase II – Park Construction

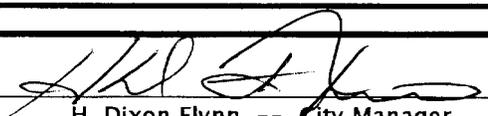
For Phase I – Mass Grading: Stantec will prepare a site mass grading plan with rough grading to begin as soon as possible to begin removal of the large amounts of dirt. Specific areas of the site are anticipated to be rough graded more quickly than other areas so that park/athletic field elements construction can begin.

Phase I – Park Construction: Will consist of construction of park/athletic field elements on roughly the eastern half of the park site (the site master plan is attached for reference). These include two ball fields, tot lots, infrastructure, and landscaping.

Phase II – Park Construction: Will consist of construction of the remaining park/athletic field elements on the site.

To summarize, the project design under this change order will be broken into three distinct phases with three separate sets of plans and specifications, cost estimates, submittals, etc. This will allow for

APPROVED: _____


H. Dixon Flynn -- City Manager

08/29/02



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construction to occur based upon the City's funding availability. Attached is a letter from Stantec (Exhibit A) which provides a detailed breakdown of the phases and the added scope of work for the project they contain.

FUNDING:

\$81,500 Change Order Request (To come from COP Financing)

Please note the following summary:

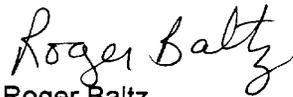
\$81,500 Change Order referenced above

\$545,000 Current total appropriated for project design which includes 10% contingency. Approved by City Council February 6, 2002 (To come from COP Financing).

\$626,500 Total revised appropriation for project design services (To come from COP Financing)

Funding Available: *Richard Prima*
Finance Director


Richard Prima
Public Works Director


Roger Baltz
Parks and Recreation Director

RB:tl

cc: City Attorney

APPROVED: _____
H. Dixon Flynn -- City Manager

08/29/02

August 26, 2002
File: 843 00103

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City of Lodi
Parks and Recreation Department
125 North Stockton Street
Lodi, CA 95240

Attention: Mr. Roger Baltz, Director of Parks and Recreation

Dear Roger:

Reference: Debenedetti Park

I am writing to clarify our understanding of the direction we received after our meeting last week and to formally request a change order for additional work based on that *understanding*. As we understand it, the City now wishes to bid the project in three separate phases: Mass Grading, Phase I Park Construction, and Phase II Park Construction. This represents a change from our original Scope of Work as there will now be three separate sets of plans and specifications, cost estimates, etc. We have also identified several other additional items that the City has requested that represent changes from our original Scope of Work. Please note that as per our discussions, to date we have not accrued charges for out of scope services, however, in order to proceed with the current direction these charges will be forthcoming shortly. Per your *direction* we will not proceed with the out of scope services until we have received written authorization from the City of Lodi.

In the following paragraphs, I have identified the Project Phases as we now understand them and provided a description and fee value for those items/tasks that represent out of scope work.

Phase 1 - Mass Grading

Due to the extreme quantities of earthwork associated with this project, the City feels that the best approach would be to let a separate contract for mass grading of the site. Stantec shall prepare a separate set of plans and specifications for this portion of the work. We will work with the Public Works Engineering Department to determine the City's desired title blocks for the plans and to secure a sample set of specifications from another project that may form a partial basis for preparing a specifications package for

Reference: DeBenedetti Park

the rough grading. Our proposed Scope of Work consists of the following:

Rough Grading Plan – Prepare a rough grading plan set for the entire site at a scale of 1" = 40', including an overall site plan (on a single sheet) at a scale of 1" = 80'. Plan sheet size will be 24" x 36". Information to be presented on the rough grading plan set include the following:

- Depiction of the areas that will be included in the mass grading contract.
- Depiction of priorities, or milestones, for completion of elements of work within the designated mass grading area.
- Location of designated haul routes within the site and entrance/exit locations for trucks.
- Designation of an area for stockpiling of topsoil.
- Designation of a temporary staging area for loading of materials.
- Temporary (or interim) method for handling drainage entering the DeBenedetti site at its southeast corner.

The rough grading plan set will be submitted at the 50% (schematic, represented on the overall site plan, single sheet at 1" = 80' scale), 90% and 100% levels of completion, and final mylars will be provided. One set of prints of final plans will be provided for the City to use for bidding purposes. Geotechnical engineering is assumed to be provided by others. Storm drainage improvements, utility improvements and fine grading are assumed to be represented in subsequent plan sets for Phase 1 and Phase 2 of park construction, with the exception of the temporary method of addressing the offsite drainage inflow entering the site at its southeast corner. It is assumed that this rough grading plan will not require any offsite improvements.

Specifications – A set of bid documents and specifications will be prepared to accompany the rough grading plan set. The bid documents will include requirements and time frames associated with the grading priority zones, dust control, noise control, tree preservation, haul routes, topsoil storage, overall duration of the contract and other relevant issues. In conjunction with the 50% submittal of the rough grading plan, a bulleted list of suggested items and special stipulations to be incorporated into the specifications will be provided. City comment will be solicited regarding the 50% submittal. The strategy will be to select a Contractor that provides the lowest bid to meet the requirements and time frames pertinent to the Contract. The draft and final bid documents and specifications will be submitted to the City in conjunction with the 90% and 100% plan submittals. It is assumed that the City will provide an electronic copy of a recent, somewhat representative, set of bid documents and specifications from another project to aid in the development of bid documents for the mass grading contract.

Reference: Debenedetti Park

Out of Scope Task	Proposed Fee
Total Mass Grading:	\$38,500

2.) Phase 1 – Park Construction

Phase I Park Construction shall include construction of two baseball fields, the hardscape central plaza area and everything to the east of it including the main entry road and parking lot, the maintenance facility, (3) tot lots, basketball court, low flow area, etc. All supporting infrastructure not constructed with the grading contract will be included with this phase including lighting, irrigation, etc. as well as necessary stubs for Phase 2 Construction, The following tasks represent out of scope work associated with this phase:

Out of Scope Task	Proposed Fee
<ul style="list-style-type: none"> Public Art Component of Project <p>This is another issue that thus far is loosely defined as to Stantec's involvement. Perhaps it would be appropriate to invite members of the Public Art committee to one of our steering committee meetings to receive further direction. Stantec proposes to simply coordinate this effort but not to have an active design role.</p>	\$3,000
<ul style="list-style-type: none"> Entry Monument Design <p>Stantec has prepared preliminary concept plans for entry monument features. Detailed design of these features was not included in our original Scope. Detailed designs to include construction documents, layout and materials, structural engineering, etc.</p>	\$6,000
<ul style="list-style-type: none"> Additional Meetings <p>Phasing the project inevitably results in more meeting time as the project's schedule is extended to accommodate individual phases.</p>	\$2,000
<ul style="list-style-type: none"> Additional Tot Lot/Play yard <p>An additional tot lot/play yard was added to the project during the last meeting with the City Manager. This will require additional design effort. Our original Scope of Work called for one tot lot. We are now</p>	\$3,000

Reference: Debenedetti Park

up to three.	
<ul style="list-style-type: none"> Disbursements Additional printing charges will be accrue as a result of the additional submittals/plan sets/check sets	\$4,000
Total Phase 1:	\$18,000

Phase 2 – Park Construction

Phase 2 Park Construction will include the rest of the Park improvements and supporting infrastructure. The following Tasks are additional scope items associated with Phase 2:

Out of Scope Task	Proposed Fee
<ul style="list-style-type: none"> Additional Submittals Since the project is being phased – additional submittals and review periods will be required. We anticipate submittals and review meetings at the 50%, 90%, and 100% design level for each phase. (note that there is no additional submittal fee for the Mass Phase I as one set of submittals and reviews was included in our original contract)	\$15,000
<ul style="list-style-type: none"> Additional Meetings 	\$2,000
<ul style="list-style-type: none"> Additional Cost Estimates 	\$3,000
<ul style="list-style-type: none"> Additional Specifications 	\$2,000
<ul style="list-style-type: none"> Disbursements 	\$3,000
Total Phase 2:	\$25,000

In light of the above, I hereby request a design change order in the amount of \$81,500. I appreciate your prompt response to this matter. It is our understanding that City Council has to approve all such requests and would very much appreciate it if this could be an agenda item for their next regularly scheduled meeting.

We are looking forward to continuing to work on this project and to the construction of Debenedetti Park.

August 26, 2002
Roger Baltz
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Reference: Debenedetti Park

Sincerely,

STANTEC CONSULTING INC.

Jordan Postlewait, ASLA
Principal, Urban Land

Mark Hall, ASLA, Stantec Consulting Inc

James Nelson, P.E., Stantec Consulting Inc

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RESOLUTION NO. 2002-188

A RESOLUTION OF THE LODI CITY COUNCIL
APPROVING CONTRACT CHANGE ORDER FOR
DEBENEDETTI PARK, AND FURTHER APPROPRIATING
ADDITIONAL FUNDS FOR THE PROJECT

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NOW, THEREFORE, BE IT RESOLVED, that the Lodi City Council does hereby approve Contract Change Order for DeBenedetti Park; and

BE IT FURTHER RESOLVED, that the City Council hereby appropriates additional funds in the amount of \$81,500.00 from the COP Financing.

Dated: September 4, 2002

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I hereby certify that Resolution No. 2002-188 was passed and adopted by the City Council of the City of Lodi in a regular meeting held September 4, 2002, by the following vote:

- AYES: COUNCIL MEMBERS – Hitchcock, Howard, Land, Nakanishi, and Mayor Pennino
- NOES: COUNCIL MEMBERS - None
- ABSENT: COUNCIL MEMBERS – None
- ABSTAIN: COUNCIL MEMBERS - None



SUSAN J. BLACKSTON
City Clerk