



## Legislation Text

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**File #: 18-119, Version: 1**

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Report regarding the Community Civic Campus quarterly update for Quarter 3 Fiscal Year 2017-18. (*Marian Lee, Assistant City Manager and Dolores Montenegro, Kitchell Program Manager*)

### **RECOMMENDATION**

**It is recommended that the City Council receive this Quarter 3 Fiscal Year 2017-18 report regarding the Community Civic Campus project. There are no actions for consideration at this time.**

### **BACKGROUND/DISCUSSION**

This is an information item providing an update on the Community Civic Campus project for Quarter 3 of Fiscal Year 2017-18, January 1, 2018 to March 31, 2018.

During this quarter, the project team completed negotiations with the selected Master Architect, Smith Group JJR and issued a notice to proceed. The Master Architect team has been working on validating the program concept and community outreach focused on design preferences and user experience. Outreach and design efforts will continue into Quarter 4. The status on program validation and outreach will be presented at the April 25, 2018 City Council Study Session at 6pm.

Additional team efforts completed during this quarter include the following:

- Preparation of a term sheet for the Project Labor/Stabilization Agreement (PLA) to be prepared as directed by City Council action at its meeting on November 8, 2017
- Cashflow analysis to inform timing of City bond rating and issuance
- Phase II Environmental Site Assessment and Geophysical Survey Report
- Presentation to the Measure W Citizens' Oversight Committee regarding the Fiscal Year 2017-18 Quarter 2 report

During the upcoming quarter, the project team will:

- Complete community engagement/outreach efforts and select the preferred design to advance to schematic design
- Negotiate with the Building Trades Council on a project-specific PLA
- Complete advanced geotechnical report and Bay Area Rapid Transit (BART) tunnel survey to inform structural design
- Discuss easement agreement with BART for use of land above the tunnel
- Present project Quarter 3 report to the Citizens' Oversight Committee in June

The budget for Fiscal Year 2017-2018 is \$7.9 million. For Quarter 3, 2017-18, \$223,955 was expended. By the end of the Fiscal Year, we expect spending \$3.9 million total. The underspending for the total fiscal year is due to project progressing slower than planned. The unspent funds this fiscal year is expected to cover expenses next fiscal year.

Attached is the budget summary and listing of active service agreements.

### **FISCAL IMPACT**

This item is information and has no impact on the City budget.

CONCLUSION

The next quarterly update to City Council will be presented in July 2018.

Attachment 1: Project Budget Summary and Service Agreements

**Attachment 1**

**Community Civic Campus - 2017/2018 Quarter 3 Budget Report**

The budget for FY 2017-2018 is \$7,920,877. For Quarter 3, 2017/2018 \$223,955 was expended. See Table 1 below for more detailed information. Numbers are rounded to the nearest dollar and explains minor discrepancies in totals.

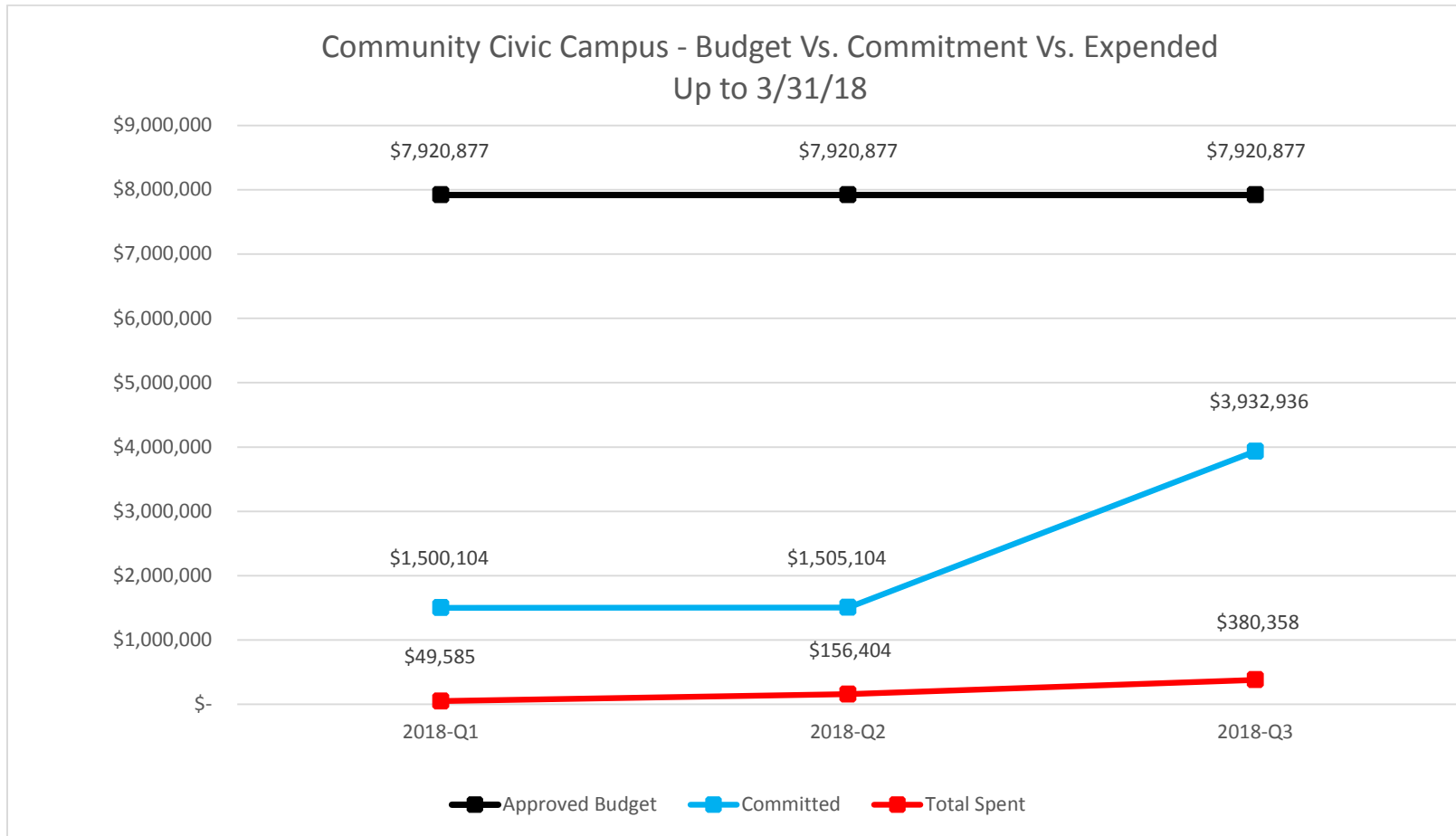
**TABLE 1**

Description	2017/2018 Budget	(A) Committed / Planned	(B) 2017/2018 Q1, Q2 Expended	(C) 2017/2018 Q3 Expended	(A-B-C) Committed minus Expended
<b>FINANCIAL</b>					
BOND MANAGEMENT	81,721	\$ 81,721	\$ -	\$ -	\$ 81,721
<b>SUBTOTAL</b>	<b>81,721</b>	<b>\$ 81,721</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 81,721</b>
<b>PRE-DESIGN</b>					
TRAFFIC	12,200	\$ 11,783	\$ 6,185	\$ 5,112	\$ 486
ENVIRONMENTAL	98,560	\$ 98,560	\$ 17,112	\$ 52,071	\$ 29,377
APPRAISALS / OFFERS	*	*	*	*	*
SITE SURVEY	80,000	\$ 71,552	\$ -	\$ 56,435	\$ 15,117
NOT PROGRAMMED	1,159,240	\$ -	\$ -	\$ -	\$ -
<b>SUBTOTALS</b>	<b>1,350,000</b>	<b>\$ 181,895</b>	<b>\$ 23,297</b>	<b>\$ 113,618</b>	<b>\$ 44,980</b>
<b>DESIGN</b>					
MASTER ARCHITECT	4,186,782	\$ 2,260,280	\$ -	\$ -	\$ 2,260,280
SPECIALTY CONSULTANTS	131,000	\$ 131,000	\$ -	\$ -	\$ 131,000
NOT PROGRAMMED	330,055	\$ -	\$ -	\$ -	\$ -
<b>SUBTOTALS</b>	<b>4,647,837</b>	<b>\$ 2,391,280</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,391,280</b>
<b>PROGRAM MANAGEMENT</b>					
PROGRAM MANAGEMENT	\$ 1,273,040	\$ 1,273,040	\$ 132,573	\$ 110,299	\$ 1,030,168
OFFICE SUPPLIES	\$ 5,000	\$ 5,000	\$ 534	\$ 38	\$ 4,429
NOT PROGRAMMED	\$ 563,279	\$ -	\$ -	\$ -	\$ -
<b>SUBTOTALS</b>	<b>\$ 1,841,319</b>	<b>\$ 1,278,040</b>	<b>\$ 133,107</b>	<b>\$ 110,337</b>	<b>\$ 1,034,597</b>
	<b>\$ 7,920,877</b>	<b>\$ 3,932,936</b>	<b>\$ 156,404</b>	<b>\$ 223,955</b>	<b>\$ 3,552,578</b>
			<b>Fiscal YTD Spent:</b>	<b>\$ 380,358</b>	

*\*Approved offer of \$7.18M for PUC parcels funded from Measure W – Community Civic Campus, Asset Seizure, & Infrastructure Reserve.*

Figure 1 provides a visual of the summary information in Table 1 - funding committed to work tasks and expended amounts to date relative to the budget approved for FY17-18. The committed and expended are below the approved budget. This graph (over time) will show at-a-glance the pace of spending and confirm commitments remaining within the approved budget.

**Figure 1**



There are several consultant contracts in place to support the project work. Table 2 provides a list of the contractors that have and are providing a range of specialty services for this project. Highlighted in blue are active contracts. \*

**Table 2**

<b>Firm / Consultant</b>	<b>Service Type</b>	<b>Amount Approved</b>
Public Financial Management	Financial (Bond Consultant)	\$81,724
Kitchell CEM	Program Management	\$1,273,040
Ninyo & Moore	Phase II Environmental	\$53,850
Ninyo & Moore	Geotechnical Services	\$72,800
BKF	Site/Boundary Survey	\$70,650
Land Economics Consultants LLC	Economic Study (supports SGJJR)	\$58,200
SmithGroupJJR	Master Architect	\$2,260,280
Kimley Horn	Traffic (supports CEQA)	\$69,582
Michael Baker	CEQA	\$124,738
Nelson and Nygaard	Traffic	\$3,804
CSS Environmental	Environmental	\$6,100
Schaaf & Wheeler	Engineering	\$6,260
Sandis	Engineering	\$8,750
Wilsey Ham	Engineering	\$4,202
Exaro	Engineering	\$2,860
Group 4	Planning	\$195,100
Mack 5	Cost Estimating	\$50,000
Watts, Cohn & Partners, Inc.	Appraisals	\$7,000

\*Amounts shown reflect fiscal year anticipated budget needs