



# Staff Report

## City of Manhattan Beach

**TO:** Honorable Mayor Fahey and Members of the City Council

**THROUGH:** Geoff Dolan, City Manager

**FROM:** Sherilyn Lombos, Deputy City Manager

**DATE:** March 15, 2005

**SUBJECT:** Consideration of the Police & Fire Facility / Metlox / Public Improvements Project Status Report and Disbursement of Progress Payment #12 in the Net Amount of \$1,415,165.87 to Swinerton Builders

---

**RECOMMENDATION:**

Staff recommends that the City Council accept a presentation of a status report on the Police & Fire Facility / Metlox / Public Improvements projects and approve issuance of the subject progress payment.

**FISCAL IMPLICATION:**

Updates of the various project budgets are included in the body of this report.

**BACKGROUND:**

The City of Manhattan Beach has embarked on several very significant projects that are complex, long-term and potentially disruptive during construction, including the Police and Fire Facility (which includes a Civic Center Plaza and underground parking structure), the Metlox project (which includes a private commercial component as well as a public plaza and two-level subterranean parking structure), and a variety of supporting public improvement projects (including a water main on Valley Drive, a storm drain on Morningside, a sewer line on 13<sup>th</sup> Street, the extension of 13<sup>th</sup> Street, and streetscape improvements).

Given the significance of these projects, staff is providing a regular status report to the Council and the community. Information regarding the projects can be obtained through a number of other sources including the following:

- The City's website - [www.citymb.info](http://www.citymb.info)
- Construction hotline - 310-802-5299
- Construction Issues Committee - Meets 4<sup>th</sup> Tuesday, 9am, City Hall
- Construction newsletter - Call hotline to be put on mailing list
- Project reports to Council - 2<sup>nd</sup> Council meeting of every month
- Telephone inquiries - City Manager's Office, 310-802-5053

**DISCUSSION:**

These reports are broken down into three sections corresponding with the three major projects taking place: Police & Fire Facility Project, Metlox Project, and Public Improvement Projects.

***Police & Fire Facility***

Budget

Below is a table summarizing the project budget of \$40.7 million and outlining the payments made through February 2005. This table reflects the revisions to the budget the City Council approved on August 17, 2004.

| <b>Line Item</b>                  | <b>Budget</b>       | <b>Adjustments</b> | <b>Payments</b>     | <b>Remaining</b>    | <b>% Used</b> |
|-----------------------------------|---------------------|--------------------|---------------------|---------------------|---------------|
| Construction (Swinerton contract) | \$28,647,000        | \$338,916          | \$10,950,401        | \$18,035,515        | 37.8%         |
| Hazardous Material Abatement      | \$70,290            |                    | \$67,449            | \$2,841             | 96.0%         |
| Demolition                        | \$92,000            |                    | \$88,099            | \$3,901             | 95.8%         |
| Contingency                       | \$3,700,790         | (\$338,916)        | \$192,440           | \$3,169,434         | 14.4%         |
| Furniture, Fixtures & Equipment   | \$1,687,500         |                    | \$0                 | \$1,687,500         | 0%            |
| Architectural/Engineering         | \$2,384,350         |                    | \$2,282,560         | \$101,790           | 95.7%         |
| Project/Construction Management   | \$1,420,592         |                    | \$1,212,721         | \$207,871           | 85.4%         |
| Relocation                        | \$1,129,488         |                    | \$984,841           | \$144,647           | 87.2%         |
| Owner's Cost Items                | \$1,562,500         |                    | \$235,702           | \$1,326,798         | 15.1%         |
| <b>TOTAL</b>                      | <b>\$40,694,510</b> |                    | <b>\$16,014,215</b> | <b>\$24,680,295</b> | <b>39.4%</b>  |

Change Orders / Potential Change Orders / Work Orders

Attached is a summary report of all the approved and upcoming budget adjustments (Attachment "A"). Fourteen change orders have been approved to date for a total of \$338,961; \$3,166 of that will be reimbursed by Sprint for demolition and removal of their cellular antennae foundation. The funds for these change orders were taken from the Contingency line item and put into the Construction (Swinerton contract) line item. One change order totaling \$13,642 is in process.

Progress Payments:

| <b>P.P. #</b> | <b>Amount</b>  |
|---------------|----------------|
| 1             | \$1,320,556.00 |
| 2             | \$341,954.43   |
| 3             | \$876,220.66   |
| 4             | \$1,062,247.20 |
| 5             | \$666,650.11   |
| 6             | \$996,569.00   |
| 7             | \$1,663,171.00 |
| 8             | \$1,281,610.00 |
| 9             | \$1,245,127.00 |
| 10            | \$746,027.00   |
| 11            | \$750,268.00   |
| 12            | \$1,415,165.87 |

|       |                 |
|-------|-----------------|
| TOTAL | \$12,365,566.27 |
|-------|-----------------|

As of February 28<sup>th</sup>, the contractor has completed 42.7% of the construction contract. Work accomplished since the last progress payment includes surveying, backfilling, reinforcement, concrete work, masonry & brick, structural steel, iron work, waterproofing, installation of metal frames in the jail area, HVAC, plumbing and electrical work. The contractor has submitted a request for Progress Payment No. 12 in the net amount of \$1,415,165.87. All work items covered by this payment have been reviewed by Vanir Construction Management and the Public Works Department and were found to be in conformance with the plans, specifications and the approved schedule of values.

Schedule

The project is progressing well; there were several more rain days this month and the contractor is dealing with some sub-contractor issues that may be impacting their ability to make up days. The contractor is currently approximately 2 months behind schedule. The attached milestone schedule (Attachment “B”) reflects the contract agreement (completion in 565 days) and shows progress through the end of February. The detailed schedule is available for review in the City Manager’s Office.

Project Milestones & Issues

- Exterior walls: waterproofing and backfilling continues around the site. Several concrete pours have taken place within the last month to finish the draft pit walls, one of the ramps and column diamonds in the basement.
- Secure basement level (under the facility): much of this portion of the facility, specifically the southeast section is complete; the contractor is finishing off the seismic bracing, masonry work and the overhead duct, plumbing, sprinkler and electrical work.
- Above ground portion of the facility: the contractor is aligning the steel that has been erected and welding the connections; metal decking on the roof is being installed. The concrete portion of the roof is scheduled to be poured the end of March.
- Plaza area: the section of the slab closest to City Hall was poured in March; the form work underneath is being striped and prepared for the overhead work (plumbing, electrical and sprinklers); the section closest to the Library is scheduled to be poured this week (the 18<sup>th</sup>), marking the last of the slab pours.
- Architect issues: during construction, the architect is responsible for responding to questions about the plans that the contractor has in a timely manner so that construction can continue. The mechanical/electrical/plumbing architect (who is a consultant to HOK, our main architect) has had some significant internal turnover and organizational issues. They have routinely been delayed on their responses, prompting a letter from the construction manager as well as the contractor that there could be impacts to the construction schedule as a result.
- A monthly newsletter is being prepared to help communicate to the public and City employees what is happening with the projects. Attached is the March edition of the newsletter

(Attachment “C”). Copies of the newsletter can be found on the City’s website ([www.citymb.info](http://www.citymb.info)), at City Hall or in the “Take One” boxes around the construction site.

- Council Sub-Committee on Construction:
  - The City Council sub-committee on construction met on March 1<sup>st</sup>. Agenda items included a project status report, a discussion of the topping out ceremony and a discussion of items that staff will be bringing forward for possible reinclusion into the project (see Attachment “D” for meeting minutes).
  
- Construction Issues Committee:
  - This Council-appointed committee made up of two Downtown Business Association representatives, a Chamber of Commerce representative, two adjacent residents and two at-large residents meets on the fourth Tuesday of every month to discuss construction related issues such as traffic, parking, noise, air quality, etc. and help develop ways to solve issues that are identified.
  - The committee met on February 25<sup>th</sup>; agenda items included comments from the committee members and an update on the various projects (see Attachment “E” for meeting minutes).
  - The next meeting is scheduled for March 22<sup>nd</sup> at 9:00 a.m. at City Hall; the public is invited to attend.

***Metlox***

Metlox Parking Structure and Town Square Budget Update Summary

| <b>Project Total per DDA</b> | <b>Progress Payments</b> | <b>Balance Remaining</b> |
|------------------------------|--------------------------|--------------------------|
| \$14,000,000                 | \$11,804,460             | \$2,195,540              |

In February 2003 the City of Manhattan Beach authorized Metlox LLC and Pankow Construction to enter into an agreement to build a two-level public parking structure, Town Square, and public open space areas. The Metlox project is a design-build contract with a total project budget not to exceed \$14 million dollars, with Pankows’ fixed price contract being a portion of the total \$14 million.

*Contingency & Allowances*

A project contingency of \$277,377 was established to address project changes that may occur, such as items specifically excluded from Pankows’ contract or allowance items. Staff will keep the Council informed of any items that impact the project budget or the project contingency. The following chart provides a summary of the project contingency account:

| <b>Description</b>  | <b>Type</b>           | <b>Amount</b> | <b>Contingency Balance</b> |
|---|-----------------------|---------------|----------------------------|
| Removal of buried foundations not indicated in contract documents, including remedial work at Soldier Pile #27. | Unforeseen conditions | \$9,475       | \$267,902                  |

| Description  | Type | Amount    | Contingency Balance |
|--|------|-----------|---------------------|
| Relocate fountain Pump Room from Morningside loading dock to P-1 Room near Fan Room. Provide new sewer line and divider wall from Fan Room               |      | \$7,042   | \$260,860           |
| Relocate Fountain Pump Room. Associated drain relocation.  |      | \$348     | \$260,512           |
| Provide Upgraded Lighting inside parking structure at escalator lobby areas on both P-1 and P-2 levels   |      | \$9,910   | \$250,602           |
| Professional services- geotechnical, legal, architectural, fountain design, lighting, construction site supervision, and survey/soldier pile monitoring. |      | \$9,289   | \$241,313           |
| Fountain refinement- Town Square, dog, and water wall in 13 <sup>th</sup> Street Garden.   |      | \$180,000 | \$61,313            |

Within the project there are several areas where there are allowances within the project budget for items such as the artwork, fountains, kiln, and signage, where detailed designs and plans were not yet available when the contract was entered into with Pankow Construction. Staff is continuing to work with Tolkin Group, Pankow and their subcontractors to refine the scope of these work items and finalize the budget for each. Several meetings have been held with the fountain contractor, Captured Sea, and the details and scope of the fountains are still being finalized. The designs are all consistent with those previously approved by the City Council. As the other allowance items are further refined and final costs are solidified staff will report those numbers to the City Council. These allowance items are critical to enhancing the aesthetics of the project and making the public spaces areas that the community will be drawn to linger and enjoy.

It was originally anticipated that the project contingency could be used to supplement the allowance items if it was determined to be appropriate. Since the last report to Council, \$9,289 was allocated from the contingency account for additional professional services, as indicated in the above chart, and \$180,000 was added to the fountain in the Town Square, the dog fountain off of Manhattan Beach Boulevard, and the water wall fountain in the 13<sup>th</sup> Street Garden. These revisions bring the balance of the contingency account to \$61,313. The original budget, plus the contingency is expected to provide adequate funds for all of the allowance items. The following summarizes the allowance items budgeted for the project:

| Allowance Items in Project Budget   | \$ In Budget | Cost      |
|---|--------------|-----------|
| Fountains- Town Square, dog, and water wall in 13 <sup>th</sup> Street garden | \$150,000    | \$330,000 |
| Artwork- Escalator Fire Screen  | \$41,250     | TBD       |
| Kiln- Town Square   | \$43,000     | TBD       |
| Landscaping   | \$74,000     | TBD       |
| Site Furnishings  | \$75,000     | TBD       |
| Signage- Directional  | \$46,500     | TBD       |

### Project Schedule & Milestones

- Construction on the Shade inn is continuing. Sheathing the exterior walls and roofing is in process, and the mechanical, plumbing, HVAC, and electrical systems are being installed. The roof deck around the spa will be poured shortly and the spa installed in the next few weeks.
- Interior and exterior materials and colors for the Shade Inn are being further refined. The interior of the rooms are being completed, and sample furniture is being installed.
- On the commercial buildings, placement of all the steel as well as the awnings and trellis' is complete. Sprinklers, electrical, HVAC, and plumbing work is in process. AC units are being installed on the roof. Wall sheathing, paper and lath, and stucco scratch and brown coats are underway, as well as roofing. Waterproofing of the curbs around the building is complete and additional waterproofing is underway.
- Lumber deliveries and electrical installations continue to require occasional lane and ramp closures on Valley Drive and Manhattan Beach Boulevard, as well as traffic control within the garage itself.
- Staff continues to meet with the construction team to refine the design and materials for the town square, fountains, landscaping, artwork and public areas, consistent with prior Council approvals.
- Permits for the interior tenant improvements for Trilogy Day Spa have been issued, plans for Petro's Greek restaurant and Coldstone Creamery have been submitted to plan check and plans for tenant improvements for Junior's Deli are anticipated to be submitted shortly.
- Power in the garage was temporarily shut down on March 4<sup>th</sup> to allow SCE to tie into the permanent power. The emergency generator was used, so lighting levels were only slightly reduced. Users of the garage were notified of the reduced lighting levels prior to the event, and there were no negative comments received.
- Targeted completion and opening for the inn and the retail / office is summer 2005.
- Parking spaces on both levels where there are known leaks will continue to be temporarily posted as no parking during the rainy season, as required by weather conditions.

### ***Public Improvement Projects***

- 13<sup>th</sup> Street Extension:
  - Sewer, storm drain and water main work has been completed
  - A change order has been issued which covers additional pavement demolition, reconstruction of a sewer manhole, and installation of additional water valves.
  - Road sub-grade has been built, the aggregate base has been placed and the curb and gutter on the south side of the street has been poured.
  - Relocation of fiber optic conduits and installation of new gas main has been completed

- Base paving has been completed to allow for construction staging
- Final paving will be completed (asphalt and striping) once the Police & Fire Facility is complete as part of a larger resurfacing project which includes Valley Drive, Morningside Drive, and 15<sup>th</sup> Street.
- Signal work on Valley (making Valley 2-way):
  - Design is complete
  - The schedule calls for this work to be done after 13<sup>th</sup> Street is open (which is at the end of the Police & Fire Facility project)
- Morningside:
  - Design of the one-way northbound and right-of-way improvements is in process
  - Pankow will complete the streetscape, but the actual street striping (design and construction) will be completed by Public Works. This work will be done prior to completion of the Metlox development
- Streetscape:
  - Funds for the streetscape project are scheduled in the five-year CIP for FY 2004-2005
  - Streetscape work on Valley/Manhattan Beach Blvd/Morningside/south side of 13<sup>th</sup> Street (around the Metlox project) has been designed and will be built by the Metlox contractor at the end of the project
  - Streetscape work on 15<sup>th</sup>/13<sup>th</sup>/Valley (around the Police & Fire Facility) has been designed and will be built by the contractor as part of that project
  - Award of the contract for design of the street resurfacing project was approved by Council at the March 1, 2005 council meeting

- Attachments:
- A. Construction / Hard Cost – Summary Report
  - B. Construction Schedule
  - C. Project Newsletter – March 2005 Edition
  - D. Council Sub-Committee Minutes – March 1, 2005
  - E. Construction Issues Committee Meeting Minutes – February 22, 2005

**Police & Fire Facility Project  
Construction/Hard Costs - Summary Report  
March 7, 2005**

- Official Start Date: February 9, 2004
- Approved Time Extensions: 51 days
- Original Contract Value (hard cost only): \$28,647,000
- Adjusted Contract Value: \$28,985,916
- Contingency Remaining: \$3,169,434

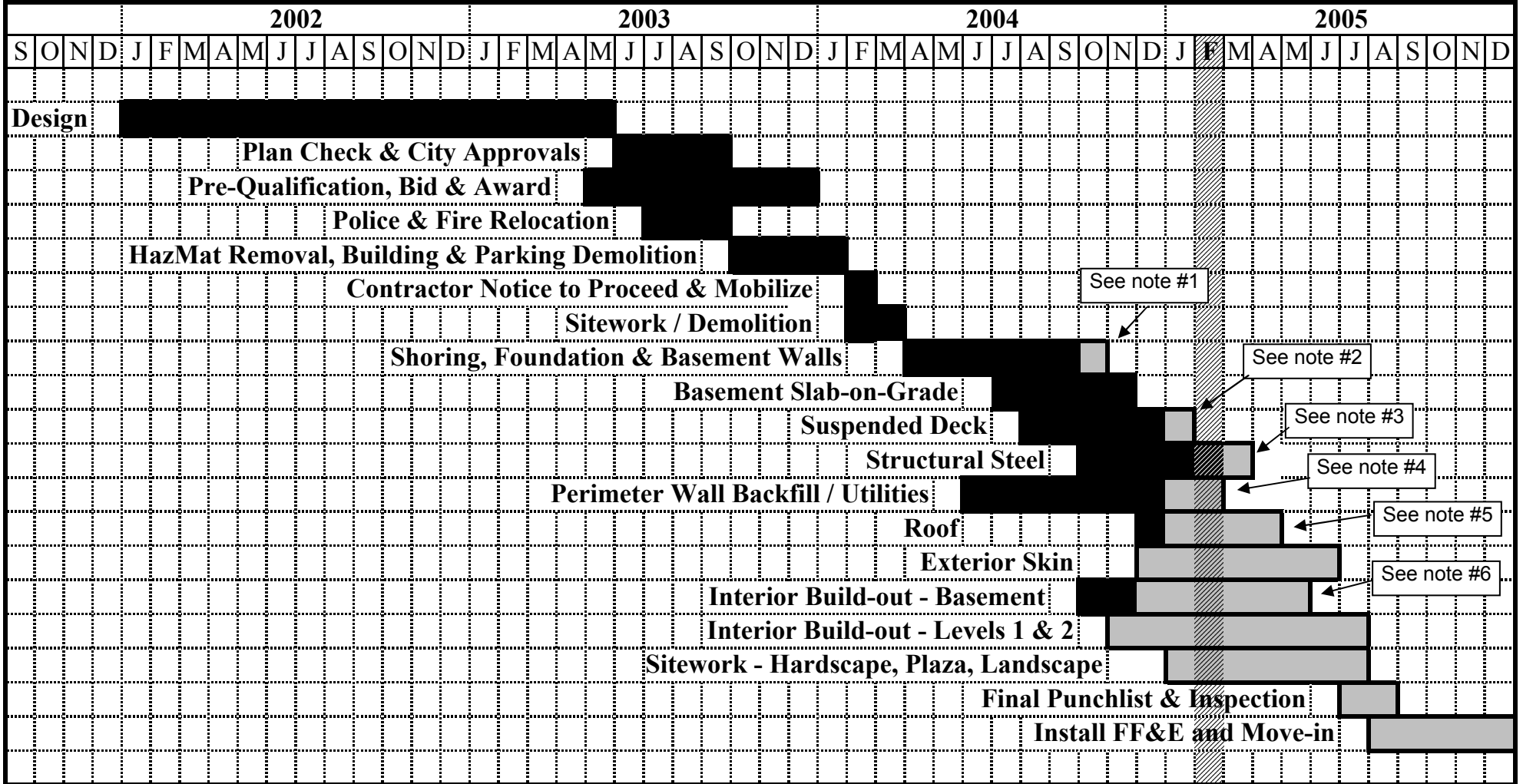
***Approved Adjustments***

| <b>CO#</b> |  | <b>Summary Description</b>  | <b>Contractor Proposal</b> | <b>Approved \$</b> |
|------------|--|---|----------------------------|--------------------|
| 1          | PCO#2  | Mobilize earthwork equipment for 13 <sup>th</sup> Street work   | \$3,333                    | \$3,333            |
| 2          | PCO#1<br>PCO#8<br>WO#1                         | Demolition work not originally in contract-\$7,440<br>Demolish & remove cellular antennae foundation-\$3,166 (will be reimbursed by Sprint)<br>Removal of underground concrete & debris-\$2,666   | \$14,665                   | \$13,272           |
| 3          | PCO#4  | Relocate City Hall sewer not in as-built drawings (north of entrance)   | \$12,259                   | \$11,447           |
| 4          | PCO#5<br>PCO#9                                 | Adjust shoring along Valley to miss existing sewer-\$20,947<br>Removal of underground debris-\$5,466  | \$34,426                   | \$26,413           |
| 5          | PCO#7  | Install SCE substructure to deal with utility conflict at SE corner of Library  | \$37,150                   | \$32,716           |
| 6          | PCO#13   | Relocate/revise existing City Hall sewer line (south of entrance)   | \$42,221                   | \$33,195           |
| 7          | PCO#3<br>PCO#6<br>PCO#12<br>PCO#14             | Removal of seven light poles not originally included in contract; demolition of SCE duct bank-\$5,517<br>Credit for duplicate water line & double check valve-(\$11,921)<br>Replace the jail cell doors with electric locking system for electric sliding cell doors-\$11,755<br>Install elevator shaft casing for plaza elevator-\$2,966 | \$10,185                   | \$8,318            |
| 8          |  | Credit to pay for the architect/engineer services required to evaluate the HVAC digital control system substitution request.  | (\$3,400)                  | (\$3,400)          |
| 9          |  | Extend contract by 51 days; pay extended general conditions for 40 days at the agreed upon rate of \$3,000 per day  | \$120,000                  | \$120,000          |
| 10         |  | Credit for accepting the substitution of Honeywell Controls for the HVAC system   | (\$98,839)                 | (\$98,839)         |
| 11         | PCO#15   | Furnish and install an elevator in the plaza area   | \$121,360                  | \$121,360          |
| 12         | PCO#11<br>PCO#26<br>PCO#18                     | Add two pole lights at City Hall entry-\$10,059<br>Removal of unforeseen underground debris-\$2,358<br>Survey to locate sidewalk for Edison vault-\$778   | \$14,681                   | \$13,195           |
| 13         | PCO#10<br>PCO#28                               | Make various revisions to documents-\$27,140<br>Telephone and data outlet modifications-\$7,303   | \$63,700                   | \$34,443           |
| 14         | PCO#17<br>PCO#21<br>PCO#27<br>PCO#35<br>PCO#47 | Revise door hardware lockset per architect-\$363<br>Structural steel revisions per architect-\$2,228<br>Backwater valve installation-\$3,964<br>Steel framing at moment connection-\$843<br>Galvanize pipe and fittings-\$16,038  | \$23,583                   | \$23,436           |
|            |  |   | <b>\$395,324</b>           | <b>\$338,916</b>   |



# Manhattan Beach Police & Fire Facility Construction Schedule

Black shaded boxes indicate completion



Hellmuth, Obata + Kassabaum

Vanir Construction Management

Swinerton Builders

**Schedule Notes:**

- 1) Shoring and foundation work is complete; basement walls are essentially complete except for some work on the hose tower walls.
- 2) 5 of the 6 areas of the suspended deck have been poured; the section closest to the Library is scheduled to pour on March 18th
- 3) All structural steel for the building is erected; structural steel erection for the hose tower is scheduled for April
- 4) Waterproofing and backfilling of perimeter walls is ongoing
- 5) Metal decking is in progress
- 6) Overhead sprinkler, mechanical, electrical and, plumbing in progress; CMU walls in all areas are 95% complete

# Police & Fire Facility/Metlox Project Newsletter

## Structural Steel for Police & Fire Facility Erected



**Top:** A view of the construction site from the top of City Hall

**Right:** Staircase inside Metlox

**Far Right:** Structural Steel being erected for the Police & Fire Facility

**Below Left:** Workers remove the shoring from underneath the Police & Fire Facility

**Below Right:** Rebar being laid on the upper deck of the Police & Fire Facility

### Construction Corner



Power in the garage will be shut down temporarily in early March to allow SCE to tie into the permanent power. Generators will be used, so lighting levels will be reduced but acceptable.

The elevator will continue to work during this time.



## What to Expect in March

### Police & Fire Facility

Activities taking place at the Police & Fire Facility during the month include the continuation and completion of structural steel erection as well as the pouring of concrete for the remainder of the elevated deck (at grade parking area next to City Hall and the plaza area adjacent to 13th Street). The above grade portion of the hose tower will be formed, reinforced, and poured as well.

Metal decking for the second floor of the Fire Department along with the rooftop mechanical area will be laid, and masonry work will continue on areas of the Police Department. Mechanical and electrical rough-in will also take place in March.



**Above:** Workers installing sprinkler piping in the Police & Fire Facility

### Metlox

Installation of awnings and trellis' around the commercial buildings will continue during March. Other construction activity taking place during the month includes, welding, putting in electrical and plumbing, wall sheathing, paper and lath, and plastering.

City Staff will continue meeting with the construction team to refine the design and materials for the town square, fountains, landscaping, art work and public areas. In addition, the City is in the process of reviewing and issuing permits to the various businesses that will move into Metlox.

While all crane work is complete for the time being, lumber deliveries and electrical installation may require occasional lane and ramp closures on Valley Drive.

Sheathing the exterior walls and roofing is taking place on Shade Hotel. The mechanical, plumbing, and electrical systems are being installed as well.



**Above:** A view of the Metlox development from across Morningside Drive



## The City is Working to Improve Parking Garage Signage

The City continues to address resident concerns about signage in the new parking garage. Numerous temporary signs have been placed throughout the parking structure to better guide both vehicles and pedestrians.

Some residents have found the grey direction signs hard to read against the grey walls of the garage, or piping covering some of the signs. In addition, there has been some confusion over the red pedestrian exit signs and vehicle exit signs.

Hopefully, the temporary signs which have been installed will alleviate much of the confusion in the parking garage. The garage is still in transition and will not be fully completed until the Metlox commercial development is done. The walls of the garage will be painted which will help garage signs stand out more than they do currently. The permanent sign package will not be installed until this summer.



## Metlox Tenants

The following is a list of tenants that will be in the new Metlox development:

- Color Me Mine
- Junior’s Deliboys
- Petros’ Greek Cuisine
- Cold Stone Creamery
- Trilogy Spa
- Salon Brit
- Janelle Holden, DDS
- Pacific Ocean Eyes
- Le Pain Quotidian Bakery



**Above Left:** The exterior of Shade Hotel along Valley Drive.

**Above Right:** The steel skeleton of the Police & Fire Facility.

**Above:** Framing taking place at Metlox

***Save Postage & Paper***

**Get This Newsletter By E-Mail!**

It is our goal to get this newsletter to as many people as possible—we will mail it to those who would like it mailed; however, it will save the City money and supplies if we can email it to you. To join the email list, please call or write Aaron Link in the City Manager’s Office at 802-5058 or [alink@citymb.info](mailto:alink@citymb.info). You can also get the newsletter on our website at [www.citymb.info](http://www.citymb.info). Thanks!

**City Website: [www.citymb.info](http://www.citymb.info)**  
**Construction Hotline: 310-802-5299**

**City of Manhattan Beach**

Linda Wilson

Mayor

Joyce Fahey

Mayor Pro Tem

Mitch Ward

Councilmember

Steven A.

Napolitano

Councilmember

Jim Aldinger

Councilmember

Earle R. Hupp, C.P.A.

City Treasurer

Geoff Dolan

City Manager



1400 Highland Avenue  
 Manhattan Beach CA 90266

**Police & Fire Facility  
Council Sub-Committee Meeting  
MINUTES**

**Tuesday, March 1, 2005  
5:30 p.m. – 6:00 p.m.  
City Manager's Conference Room**

**Attendees:** Mayor Wilson, Councilmember Ward, Geoff Dolan, Sherilyn Lombos, Neil Miller, Brian Nelson

**1. Project status report**

*Brian gave an update on construction progress to date and what can be expected within the next few weeks. The status of the schedule was discussed; Swinerton is behind approximately 2 months; it was agreed that the measures being taken to report on the schedule are sufficient. The budget/expenditure spreadsheet was distributed and discussed.*

**2. Topping Out Ceremony**

*The topping out event will take place on Wednesday, March 1 at 3:30p with a short tour of the site, followed by everyone signing the beam and it being hoisted into place.*

**3. Items for consideration to add into the project**

*Sherilyn shared that there are approximately 6-8 items that staff will be recommending to be put back into the project (items that were cut in value engineering), in addition to the City Hall refurbishment that was discussed several meetings ago. However, at this time, the total cost package is not ready and thus the full discussion will need to wait until the total package can be reviewed.*

Police & Fire Facility/Metlox  
CONSTRUCTION ISSUES COMMITTEE  
*DRAFT* Minutes  
February 22, 2005

A meeting of the Construction Issues Committee was held on the 22<sup>nd</sup> day of February 2005 at the hour of 9:00 a.m. in the City Manager's Conference Room, 1400 Highland Avenue in Manhattan Beach, California

**ROLL CALL**

Present: Bushman, Hubbard, Hughes, Fournier, Koch  
Absent: Cohen, Donahue  
Staff: Groat, Link, Lombos, Miller, Nelson (Vanir), Thompson  
Public: Tarr, Weibel  
Clerk: Lombos

Deputy City Manager Lombos welcomed the committee members, staff, and other present. Meeting began at 9:00 a.m.

**Audience Participation**

None

**Scheduled**

*Committee Comments*

- Hughes-Asked if money was being taken out of the contingency fund to put items back into the building
  - Lombos-Explained that the initial project estimates came in higher than expected, so \$2 million was cut out of the project during value engineering. At that time it was agreed upon that if the budget was in good condition later on in the project the Council would reevaluate some of the items that were cut out. We have already added the plaza elevator back into the project and will be taking of list of other items to add back, such as solid surface and rooms, to the Council.
  - Groat-It is important to realize that this is restoring things that were cut out during the value engineering phase, not new additions to the project. The budget will not go up.
  
- Tarr-Curious if the material prices for the project have been locked in.
  - Nelson-we have in place a hard dollar contract with the contractor which provides stability for the city.
  
- Weibel-Wants to know what is being done about enforcing construction starting times, and who is in charge of this enforcement?



- Nelson-We go to the contractor and tell them they need to look into the matter if we hear of workers starting early. The contractor then goes to the sub-contractors to address the issue.
  - Weibel-There was a problem of workers congregating in the parking lot by homes and making noise, but this problem has gotten better
  - Lombos-The City has no control over what time workers arrive in the parking lot. However, the City has tried numerous measures to get workers to park in the Metlox parking structure so as not to disturb residents. The latest solution of giving workers free parking passes until 3 p.m. on weekdays seems to be working.
  - Weibel-Why do the signs say construction is not to begin until 7:30 a.m. and there are people on site before then?
  - Lombos-There have been times when the City granted permission for workers to begin early to allow them to try and make up some of the days they are behind on the project.
  - Thompson-We have a priority for our residents. We put provisions in the construction contract to minimize the impact on residents, and we try our best to enforce those. If we were to keep the site locked then there would be workers parking and hanging out all over neighborhoods.
  - Weibel-Why didn't we have the workers parking in the garage from the beginning?
  - Thompson-We have been learning by trial and error on this subject.
- Tarr-When is the topping off ceremony scheduled?
    - Nelson-We will need to see where we are at by the end of the week. The recent rain has slowed the erection of steel
    - Lombos-The ceremony was originally scheduled for March 1, at 5:00, but if we have to change the date because of weather delays we will let committee members know.
- Hubbard-It looks like the Police & Fire Facility is higher than the Metlox building.
    - Lombos-both projects conform to the height limitations of the city.
    - Groat-You have to remember that there is a significant grade from 15<sup>th</sup> Street down towards Manhattan Beach Boulevard.
- Koch-Just wanted to say that there was a much better job of controlling the run-off from the project during the recent rains than in the past. He was also impressed with how little intrusion the crane on Manhattan Beach Boulevard caused. The intensity of building on the site is increasing and the impact to residents is declining.
- Bushman-Looks like things are going really well.
- Fournier-Excited that we are going to be adding items back into the project.

- Fournier-Curious about the comment made in the last meeting about the Shade Hotel slowing down its' construction.
- Thompson-Construction on the Metlox development is still moving along very well. The project is still expected to open sometime during mid-summer. In response to the question about the hotel construction slowing down, this was a decision made by the owner, Mike Zislis. From the beginning of the project, Mr. Zislis thought that he could have the hotel constructed very quickly. However, he is now slowing that schedule to try and match it to the other projects going on around the hotel. He does not want to have his hotel done and ready to open when construction is taking place all around it.
- Koch-Wanted to know what type of issues one could expect to use the contingency fund on at this point in the project. What types of unforeseen problems occur once you move past the underground portion of the project?
  - Nelson-No plans are ever perfect. There will be some changes as the projects move along that just were not accounted for when the building was being designed.
- Fournier-Are there any really large items, \$500,000 to \$1 million, that are being added back into the project from the contingency?
  - Lombos-There is nothing that large being added back into the project. The change order policy for the project is: 1) any change less than \$25,000 Geoff Dolan, City Manager, can approve 2) Any change up to \$100,000 the Construction Sub-Committee can approve 3) Any item change order over \$100,000 must be approved by the full Council

## **Adjournment**

The next meeting is scheduled for March 29, 2005 at 9:00 a.m. in the City Manager's Conference Room. Announcement of a time and date for a site visit will be forthcoming, as will the date and time of the topping off ceremony.

At 10:15 a.m. the meeting was adjourned.

---

Sherilyn Lombos, Deputy City Manager