

STAFF REPORT



MEETING DATE:	June 30, 2015
SUBJECT:	Approve Building Remodel Plans and Budget and Authorize the Executive Director to Solicit Bids for Construction Services
AGENDA ITEM:	5-11
STAFF CONTACT:	Sean Tiedgen, AICP, Senior Transportation Planner

SUMMARY:

SRTA purchased the building at 1255 East Street on April 15, 2015. At that time, a variety of needed improvements were identified in order to comply with the Americans with Disabilities Act (ADA) and meet operational needs. Nichols Melburg and Rossetto (NMR) prepared draft improvement plans for review by staff and the finance committee. Remodel improvements are estimated at \$555,193.

STAFF RECOMMENDATIONS:

It is recommended that the board of directors:

1. Authorize the executive director to solicit construction bids that are within the current \$555,193 estimate; and
2. Authorize the finance committee to review and approve any cost increases resulting from the city of Redding plan/permit review process, or to refer the matter to the full board of directors.

DISCUSSION:

Improvements to SRTA's building are needed to meet ADA requirements and SRTA operational needs. Nichols Melburg and Rossetto (NMR) architects and engineers prepared draft plans and associated cost estimates which the finance committee reviewed on June 4, 2015. The finance committee removed some items and provided other input which is incorporated into the staff recommendation.

Rough estimates completed prior to purchase of the building understated ADA needs and deferred HVAC and roof repairs until major failure estimated to occur within five years. After a more in-depth review by NMR, the remodel is now estimated to cost \$555,193, with a breakdown shown in Attachment A and the table below:

	Original Estimate	Recommended budget
Office remodel	\$200,000	\$192,694
ADA improvements	\$85,000	\$142,300
HVAC/energy efficiency	Deferred	\$162,000
Roof repairs	Deferred	\$14,000
Construction contingency	Unknown	\$44,199
Total Cost:	\$285,000	\$555,193

The office remodel would consist of a new 700 square foot Suite 201 for a potential new tenant; a new shared large conference room, break room and janitorial closet; two additional offices for SRTA; and an expanded copier/printer/storage space. ADA improvements include reconfiguring all restrooms, stair and handrail upgrades, new signage and handicap parking and sidewalk upgrades. HVAC and energy efficiency upgrades include replacing four HVAC units, adding a mini-split to keep the server room cool, all new duct work and other improvements. Roof repairs consist of sealing leaks and patching all seams.

The HVAC system poses significant concern. Due diligence reports prepared prior to the building purchase indicated the HVAC units have five years or less of useful life. During Memorial Day weekend a HVAC unit had an outage, blowing out fuses and causing potential heat damage to SRTA's servers. The cost of repairs totaled over \$1,000. Replacing all second floor units and duct work now, versus in one to five years, would create an estimated annual savings of \$2,500 in energy costs. It would also prevent the disruption and costs of reconfiguring the duct work and electrical systems a second time when the old systems fail.

The project schedule is as follows:

- Construction documents completed – July 30, 2015
- Plan check and permit review – September 2015
- Bidding – September/October 2015
- Board of directors approval for construction – October 13, 2015
- Construction – October through February 2016

The permit review process through the city of Redding could result in unforeseen requirements and added cost. Staff recommends that the finance committee be authorized to approve cost increases over the current estimate. The finance committee would also have the option to refer the matter back to a special meeting of the board of directors.

ALTERNATIVES:

The board of directors may request changes to the scope of the remodel authorized by the finance committee, including the HVAC or roof work options. Depending on the level of changes requested, this item may need to be continued to a special meeting.

FINANCING:

The building financing included a \$285,000 loan for the remodel and ADA improvements, based on due diligence reports and contractor estimates. SRTA cash reserves (currently at \$850,000) will be used for the \$270,193 balance. All improvement costs will be depreciated and recovered over time through SRTA's various state and federal sources as part of the Indirect Cost Allocation Plan.



Daniel S. Little, AICP, Executive Director



Shasta

Regional Transportation Agency

Construction Costs - Design Development



NMR Project # 15-6402

6/23/2015

A. Office Remodel

1. Demolition	\$20,000
2. Walls (Framing, Gyp. Bd., Insulation)	\$23,200
3. Doors and frames	\$14,000
4. Casework	\$15,200
5. Flooring	\$31,200
6. Acoustical Ceilings	\$21,294
7. Finishes	\$19,400
8. Electrical	\$23,400
9. Misc.	\$25,000

Sub-Total A. Interior Remodel **\$192,694**

B. ADA Upgrades

1. Path of Travel	\$16,000
2. Parking	\$14,000
3. Signage	\$3,500
4. Stairs / Handrails	\$7,500
5. Drinking Fountain	\$8,000
6. Restrooms	\$68,000
7. Breakroom sink / casework	\$5,300
8. Miscellaneous	\$20,000

Sub-Total B. ADA Upgrades **\$142,300**

C. HVAC / Energy Efficiency

1. Add Zone control for area of remodel and new ductwork for (e) 6-ton system	\$29,000
2. Mini-split systems for Computer rooms	\$12,000
3. Add Roof Hatch for better service access	\$6,000
4. Electrical associated with HVAC	\$14,000
5. Electrical Service Revisions	\$15,000
6. LED Light fixtures	\$26,000
7. Ceiling Fans	\$5,000

Sub-Total C. HVAC / Energy Efficiency **\$107,000**

Sub-Total Construction Costs		\$441,994
Contingency	10%	\$44,199
Total Construction + Contingency		\$486,193

Optional HVAC upgrades

New Units for the entire 2nd Floor	Additional Cost	\$55,000
Better air distribution & control, Annual Savings +/- \$2,500		

Optional Re-Roof Work

Patch and re-coat existing Roof	Additional Cost	\$14,000
---------------------------------	-----------------	----------

Total with Options **\$555,193**