



Agenda Report

October 5, 2017

TO: Rose Bowl Operating Company (RBOC)

FROM: Darryl Dunn, General Manager

SUBJECT: Authorization for Change Order to Contract #22,739 with Inter-Plan West Construction for the Tenant Improvement Work at Brookside Clubhouse

RECOMMENDATION:

It is recommended that the RBOC:

1. Find that the actions proposed herein are exempt from the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines Section 15301 existing facilities-minor;
2. Authorize the General Manger to issue a Change Order to increase the contract #22,739 with Inter-Plan West Construction located in Sierra Madre, CA in the amount of \$216,250 to provide material and labor necessary for Work described as Add Alternate #2 within Bid Package #2017-TI-01 to complete the Brookside Tenant Improvement project; and
3. Authorize the General Manager to manage an additional 10% contingency not to exceed the amount of \$21,625 for this change order.

BACKGROUND:

The RBOC (March 9, 2017) and City Council (April 24, 2017) approved appropriation for the Rose Bowl Capital Improvement Program with includes work described for the Brookside Clubhouse Upgrades.

On March 9, 2017 the RBOC authorized the General Manager to enter into contract #22,739 with Inter-Plan West Construction for the Base Bid Work identified for the Brookside Tenant Improvement Bid Package #2017-TI-01. At that time, staff recommended to the Board, that upon finalizing FY18 budget and funding was appropriated, that Add Alternate 2 be awarded to complete for this work. The bid package was originally advertised and competitively bid. The bid package was purposefully organized and issued

to receive Base Bid costs along with a series of Alternate Bid costs to provide flexibility in awarding work.

The additional work includes the new carpet, paint, wallcovering, new drapes, and new lighting in the Mediterranean Room (ballroom). Currently the Mediterranean Room produces 50% of the overall revenue for the food and beverage operation at Brookside, therefore it is a priority to maintain the quality and marketability of this room. The work in the ballroom will be scheduled to be completed during the month of January 2018.

It should be noted that Inter-Plan West completed the initial phase of the improvements (the restaurant and lobby) within their scheduled time and budget. They worked closely with staff and American Golf to minimize impacts to their operation. Inter-Plan West has committed to maintain that flexibility to complete this final phase of the Brookside Improvement Project. Inter-Plan West has reviewed their original bid numbers and has confirmed to honor those listed.

Therefore, staff recommends that Inter-Plan West Construction be awarded a change order to Contract #22,739 for Bid Package #2017-TI-01 Alternate 2 a total amount of \$216,250.

ENVIRONMENTAL:

All the actions proposed herein are consist with the repair, maintenance, or minor alterations of an existing facility, and involve no expansion of the use of the facility beyond its current use. Accordingly, these actions are exempt from environmental review pursuant to State CEQA Guidelines Section 15301, which specially exempts such maintenance and minor alterations.

FISCAL IMPACT:

The RBOC (March 9, 2017) and City Council (April 24, 2017) approved appropriation for the Rose Bowl Capital Improvement Program with includes work described for the Brookside Clubhouse Upgrades.

The approval of the change order for Inter-Plan West Construction in the amount of \$216,250 plus \$21,625 in contingency for a total not to exceed increase in the amount of \$237,875 is within the appropriated budget for this project. Therefore, there is no fiscal impact with this action.

Respectfully submitted,



Darryl Dunn
General Manager