

OFFICE OF THE CITY ATTORNEY
CHARLES PARKIN, City Attorney
333 West Ocean Boulevard, 11th Floor
Long Beach, CA 90802-4664

1 FIRST AMENDMENT TO AGREEMENT NO. 34172

2 **34172**

3 THIS FIRST AMENDMENT TO AGREEMENT NO. 34172 is made and
4 entered, in duplicate, as September 21, 2017, for reference purposes only, pursuant to a
5 minute order adopted by the City Council of the City of Long Beach at its meeting on
6 December 1, 2015, by and between JAG ARCHITECTS, INC., a California corporation
7 ("Consultant"), with a place of business at 2424 J. Street, Eureka, California 95501, and
8 the CITY OF LONG BEACH, a municipal corporation ("City").

9 WHEREAS, City requires specialized services requiring unique skills to be
10 performed in connection with architectural and engineering services for the Lifeguard
11 Headquarters Rehabilitation and Junior Lifeguard Facility Rebuild Projects; and

12 WHEREAS, City and Consultant (the "Parties") entered into Agreement No.
13 34172 (the "Agreement") whereby Consultant agreed to provide these services; and

14 WHEREAS, the Parties desire to revise the scope of work;

15 NOW, THEREFORE, in consideration of the mutual terms, covenants, and
16 conditions herein contained, the Parties agree as follows:

17 1. The Scope of Work in Exhibit "A" to the Agreement is hereby amended
18 in accordance with Exhibit "A-1", attached hereto and incorporated by this reference.

19 2. Except as expressly modified herein, all of the terms and conditions
20 contained in Agreement No. 34172 are ratified and confirmed and shall remain in full force
21 and effect.

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IN WITNESS WHEREOF, the parties have caused this document to be duly executed with all formalities required by law as of the date first stated above.

JAG ARCHITECTS, INC., a California corporation

October 31, 2017

By John Ash
Name John Ash
Title President

October 31, 2017

By Dolores Vellutini
Name Dolores Vellutini
Title Secretary

"Consultant"

CITY OF LONG BEACH, a municipal corporation

Nov. 28, 2017

By Tom Modica
City Manager
"City" Tom Modica
Assistant City Manager

EXECUTED PURSUANT TO SECTION 301 OF THE CITY CHARTER.

This First Amendment to Agreement No. 34172 is approved as to form on

11/15, 2017.

CHARLES PARKIN, City Attorney

By R. P. [Signature]
Deputy

EXHIBIT “A-1”

Scope of Work



City of Long Beach
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1 OVERVIEW OF PROJECT

1.1 Project Description

Lifeguard Headquarters Facility

The Long Beach Lifeguard Headquarters (A.K.A Cherry Avenue Lifeguard Station or Marine Safety Beach Operations) was first constructed at the end of Linden Avenue to replace the headquarters that was washed away along with the Pine Avenue pier during a storm. Built in 1938, the existing station was moved to Cherry Avenue in the 1960's and is now located on the west end of the Junipero Avenue parking lot. The existing building was designated as a historic landmark by the City of Long Beach on June 9, 1981.

The existing lifeguard headquarters has four levels. The first level has an exercise room, first aid room and storage. The second level has a small kitchenette, restroom, shower, lockers and storage. The third level has three offices, an inside space facing south towards the water to view both west and east sides of the beach. A balcony surrounds this level to allow better visibility of the beaches. The fourth level is accessed by a ships ladder and is mostly unusable space. Detached from the building is a small garage, which functions as storage and parking for lifeguard vehicles. However, the layout and size of this outdated facility may be inadequate for a lifeguard headquarters to provide the present-day needs for public safety services. It is desired to rehabilitate the facility to provide a functional and adequate lifeguard headquarters in order to provide necessary safety services to the public.

Junior Lifeguard Facility

This structure was originally built in 1930s to house one or two lifeguards during the summer season. The structure has two stories and includes an observation platform on top of a small locker shed. Currently, this structure is used as the Junior Lifeguard Facility and houses 10 instructors for training of 500 junior lifeguards each summer.

This structure may not have the required facilities to accommodate its current use. It is desired to consider building a new lifeguard facility at its current location, or potentially at another location like Claremont Place and Ocean Boulevard to utilize the adjacent parking and restroom facilities to provide training opportunities for the Junior Lifeguard Program and safety services for the general public. Such an arrangement may allow the use of existing restroom facilities to minimize building footprint, however, this must be carefully evaluated by the design team.

The City of Long Beach desires to engage the services of a professional consultant design firm team to provide architectural and engineering services to 1) rehabilitate the Lifeguard Headquarters Facility to provide a functional and adequate facility and 2) build a new Junior Lifeguard Facility. The participating architectural/engineering teams must have



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experience with historic building renovations as well as remodel and construction of new beach lifeguard headquarter facilities.

1.2 Project Budget

The preliminary budget for the Lifeguard Headquarters Rehabilitation project, inclusive of all soft costs and hard costs, shall not exceed \$7 million. The preliminary budget for the Junior Lifeguard Facility Rebuild project, inclusive of all soft costs and hard costs, shall not exceed \$500,000. The project is anticipated to be funded using the City's Tidelands Funds. The selected consultant team shall work with the City's team to establish a construction budget for each facility, and maintain the total project budget through all phases of the design and regulatory permitting processes.

The City intends to initially negotiate and award the Conceptual Design Phase services including the CEQA support and public outreach, with the selected consultant. Other services including schematic design, design development, construction documents, support services during construction, and other services described herein, may be negotiated and awarded after the successful completion of the Conceptual Design and obtaining necessary City approvals, at the City's discretion.

1.3 Facilities Location and Functions

Lifeguard Headquarters Facility Address: 2100 E. Ocean Blvd., Long Beach, CA 90803

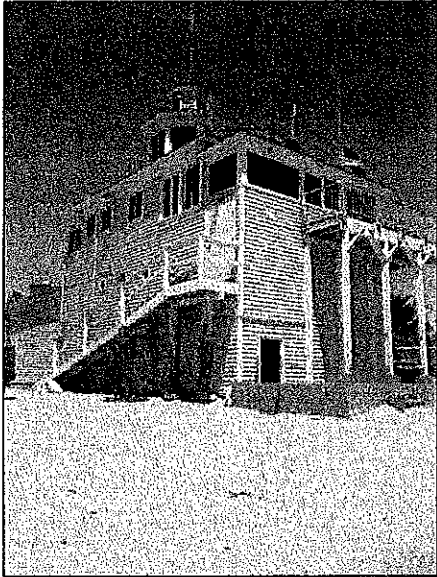
The existing Lifeguard Headquarters Facility is located on the beachfront at the foot of Cherry Avenue, on the west end of the Junipero Avenue parking lot. This multi-level facility was originally built in 1938, moved to its current location in 1960s, and is designated as a historical building in the City. It is approximately 2,000 square feet with a 500-square foot detached garage. This facility is the center for a wide range of functions including, dispatching, training, and emergency response functions integral to protecting the public in the City's beaches and waterways.

This facility provides a central location, where the public has direct access to report emergency concerns, receive assistance and obtain information on daily basis. It is also the Marine Safety Division's communication center fielding telephone calls from internal and external customers, and dispatching resources. Payroll and other administrative functions are also facilitated from this location. The facility provides remote support to approximately 180 marine safety employees during the peak season. The building is staffed by up to 18 individuals, 365 days a year, 12 to 14



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hours daily. For specific events such as Swift Water rescue deployments, it is staffed on a 24-hour basis.



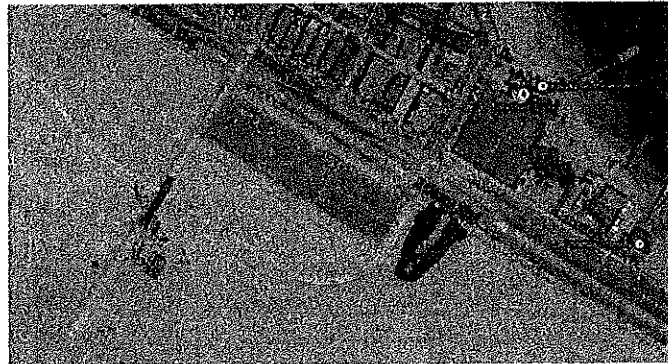
Lifeguard Headquarters Facility



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Lifeguard Headquarters Facility – Site Plan



Potential Location for Junior Lifeguard Facility – Claremont PI and Ocean Blvd



Junior Lifeguard Facility – 55th PI and Ocean Blvd



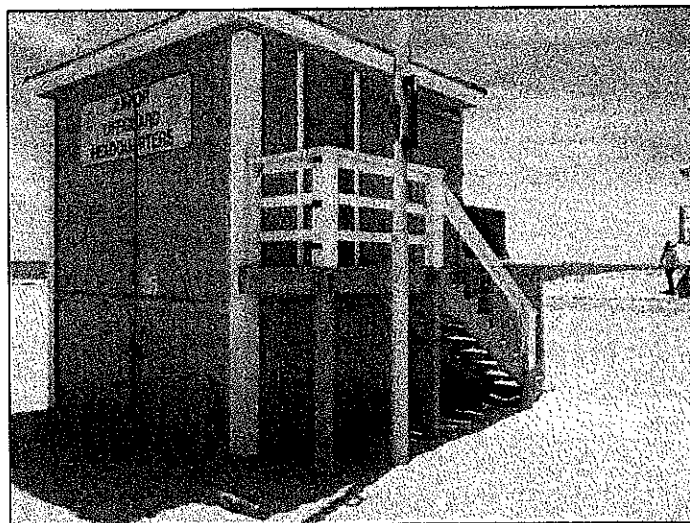
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Junior Lifeguard Facility Address: 55th Place and Ocean Blvd., Long Beach, CA 90803

The Junior Lifeguard Facility was originally built in 1930s to house one or two lifeguards for water rescue operations during the summer season. The structure was later utilized to also support the junior lifeguard training program and it houses 10 instructors for training of 500 junior lifeguards during the summer.

The junior lifeguard program runs six weeks, consecutively, every summer. The junior guards ranging in age from 9 to 17 years of age are taught stretching, physical conditioning, water rescue techniques, first aid, ocean ecology, ocean sports, competition, and beach sports.

This facility not only provides the junior lifeguard program, it also provides the marine safety staff a place to treat the injured trainees and the public using the beach. Stingray wound treatment is one of the common services required at this facility. This treatment requires having hot water for soaking the affected body parts and sewer service for disposal of the contaminated water after treatment. However, due to lack of sewer service at this facility, injured individuals have to be transported to the Lifeguard Headquarters for treatment.



Junior Lifeguard Facility



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1.4 Preliminary Project Program and Desired Features

Lifeguard Headquarters Facility Rehabilitation

The intent of the project is to renovate and explore feasible expansion concepts for this facility at its current location in order to better address the City's public safety needs. Also, the selected consultant team shall evaluate the feasibility of an alternative site for this facility to be renovated/expanded.

The current facility may be inadequate to fully accommodate the present-day needs of a lifeguard headquarters; it gets flooded during tidal surges; has no room to store essential rescue equipment in the garage; has no sewer service for the first aid treatment room; and is subject to vandalism and theft.

The primary factors to be considered in the renovation and expansion of this facility are to create a functional and up-to-date lifeguard headquarters in order to enable the lifeguards and marine safety staff to provide necessary services for the public safety and preserve the historic integrity of the building, in a manner that facilitates the entitlements process.

California Coastal Commission is the regulatory agency responsible for issuing Coastal Development Permit for this project. While exploring expansion concepts for this facility, the selected consultant shall be cognizant of the Coastal Commission concerns including impact to beaches and public access. Constraints may include, but are not limited to, expansion of the facility to its west and south side.

Facility elements to be considered for providing adequate marine safety services may include:

- Tidal surge protection
- Separate male & female changing rooms with showers
- Separate male & female restrooms
- First aid treatment room with sewer service
- Lifeguard dispatch area with panoramic view
- Adequate office space
- Exterior shade area (e.g. canopy, awning) for treating injured public



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- Staff training room / community area
- Counter at ground level to interact with public
- Small workout facility for staff
- Garage to store equipment including rescue boards, up to 3 pickup trucks, inflatable boat w / trailer, dive rig, jet ski w/ trailer, swift water trailer, 4-wheeler beach vehicle, and laundry facilities
- Sleeping quarters for emergency operations
- Small record retention room
- Storage Room for uniforms & small equipment (50 rescue boards & stands, 50 rescue buoys, anchors, rope, hand tools, shovels, rakes, brooms, 30 umbrellas, 100 buckets, 50 first aid boxes, winches, dive bottles, and scuba gear
- Furniture
- Necessary building equipment for operations
- Necessary utilities
- HVAC as necessary
- Break room including, oven range, refrigerator, dining area, counter space
- Security system with lights & cameras
- A temporary facility shall be provided for the marine safety and lifeguard staff during the construction period to maintain essential operations at the headquarter facility

The above mentioned elements should be considered during the Conceptual Design Phase; however the selected firm shall develop a final recommended program that balances the needs of the City's lifeguard operations with site specific opportunities and constraints.

Junior Lifeguard Facility Rebuild

The current facility may be inadequate to accommodate the need of a training facility for junior lifeguards; has no parking accommodations for the trainees, no restroom facilities, and no first aid treatment facility.

The primary factors to be considered in creating the new facility is providing an adequate structure for the training of junior lifeguards and providing necessary safety services for the public, in a manner that facilitates the entitlements process.



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California Coastal Commission is the regulatory agency responsible for issuing the Coastal Development Permit for this project. While exploring concept designs for this facility, the selected consultant shall be cognizant of the Coastal Commission concerns including impact to beaches and public access.

The new facility may be located at its current location or at another location like near Claremont Place and Ocean Boulevard in order to utilize the existing parking and restroom facilities at that location. Such an arrangement may allow the use of existing restroom facilities to minimize building footprint, however, this must be carefully evaluated by the design team. The proposed concept designs can be the same regardless of its location.

Facility elements to be considered for providing training opportunities and marine safety services may include:

- Staff (male & female) changing rooms, with showers if feasible
- Staff (male & female) restrooms
- First aid treatment room with sewer service
- One office
- Exterior shade area (e.g. canopy, awning) for treating injured public
- Training room
- Elevated deck platform for instructor
- Storage room for equipment
- Furniture
- Necessary building equipment for operations
- Necessary Utilities

The above mentioned elements should be considered during the Conceptual Design Phase; however the selected firm shall develop a final recommended program that balances the needs of the City's lifeguard operations with site specific opportunities and constraints.



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2 ACRONYMS/DEFINITIONS

For the purposes of this RFQ, the following acronyms/definitions will be used:

A/E	Architectural/Engineering Services.
CEQA	California Environmental Quality Act.
CSI	Construction Specifications Institute.
Construction Manager (CM)	The City's designated Construction Manager.
Consultant	Organization/individual/team submitting a response to this RFQ.
DD	Design Development.
Evaluation Committee	An independent committee comprised solely of representatives of the City established to review proposals submitted in response to the RFQ, score the proposals, and select a consultant.
FF&E	Furniture, Fixtures & Equipment.
LEED	Leadership in Energy & Environmental Design rating system, as operated by the United States Green Building Council
May	Indicates something that is not mandatory but permissible.
Awarded Consultant or Project Architect (PA)	The consultant that is awarded and has an approved agreement with the City of Long Beach, California for the services identified in this RFQ. The Project Architect (A.K.A Awarded Consultant) shall have overall responsibility for the design of the Project.
Project Manager (PM)	The City's designated Project Manager.
RFQ	Request for Qualifications.



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<i>Shall/Must</i>	Indicates a mandatory requirement. Failure to meet a mandatory requirement may result in the rejection of a proposal as non-responsive.
<i>Should</i>	Indicates something that is recommended but not mandatory. If the consultant fails to provide recommended information, the City may, at its sole option, ask the consultant to provide the information or evaluate the proposal without the information.
<i>City</i>	The City of Long Beach and any department or agency identified herein.
<i>Sub-consultant</i>	Third party consultant not directly employed by the City who will provide services identified in this RFQ.
<i>Statement of Qualifications (SOQ)</i>	Consultant's response to this RFQ.

3 PRELIMINARY SCOPE OF SERVICES



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The following preliminary scope of services is included as the minimum services required by the Awarded Consultant. Firms are encouraged to provide additional details and/or value additions to the proposed scope of services to be included in SOQs.

3.1 Basic Services and Requirements

The City of Long Beach is requesting qualifications from professional Architectural / Engineering Firms/Teams/Individuals with experience in consensus driven design development, environmental and entitlement support, preparation of construction documents and design support during construction and commissioning. The consultant teams responding to this RFQ shall be led by a registered Architect in the State of California and be experienced in renovation of historical buildings and construction of beach lifeguard headquarters facilities. Experience with projects under the California Coastal Commission Jurisdiction and familiarity with the California Historical Building Code is required. Additionally, consultant's lead individuals in key disciplines including architectural and structural engineering, assigned to work on this project, must be proficient in their respective fields with the aforementioned experience requirements. Firms/Teams/Individuals without specific and relevant experience of historical building renovations and beach lifeguard facilities, of similar scale to this project, need not respond to this RFQ.

Services include preliminary investigations and analyses of existing conditions (structural, mechanical, electrical, utility infrastructure, etc.); preparation of design and planning studies, presentations, and design charrettes. Services also include providing conceptual design services as directed by the City's Project Manager.

The work shall be performed in accordance with all latest applicable Federal, State, and Local codes, standards, and regulations. Additionally, the work shall consider sea level rise predictions and other applicable coastal hazards, as applicable over the facility's design life.

The Project shall incorporate sustainable design measures to LEED Silver standards; however, LEED certification is not required.

3.1.1 Work Plan



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The PA shall establish a project organization team to manage the Services and shall coordinate and administer all services performed by it and its sub-consultants. Such management activities and controls shall include, but not necessarily be limited to the following:

- Develop project documentation necessary to manage the design and engineering process
- Establish and update time schedules for the completion of document milestones and coordinate these with City where work is contingent upon City input
- Regularly monitor the time expended and quantities and quality of work performed by PA staff and sub-consultants
- Submit a proposed Deliverables list for PM's review and approval at the start of each approved phase

The PA shall designate to the City, a primary contact person for the PA ("Primary Contact") who will be the responsible point of contact for coordination of the Services with the PM throughout the duration of the Project. The PA shall also designate key staff for each of design disciplines. If changes must be made to the Primary Contact or any key staff due to unavoidable circumstances, the PA shall submit the name(s) of the proposed substitute person(s) and related statements of professional qualifications to the PM in writing for approval by the City.

3.1.2 Service Phases: The scope of services are broken down into the following phases:

- Phase I services will include the following components: Conceptual Design and related support services. PA and key Architectural/Engineering (A/E) Team members shall participate in up to three review meetings with City staff and PM, up to two community meeting and up to two City Council or Planning Commission meetings, if required.
- Phase II services will include Schematic Design, Design Development, Construction Documents, Regulatory permitting, and Bid Phase Support (NOT A PART OF THIS AGREEMENT) .

Phase II services may be authorized upon successful completion of the Phase I, as approved in writing by the PM. The PA shall



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not commence work on Phase II services without prior written approval of the PM.

- Phase III services will include Professional Services during Construction and Commissioning (NOT A PART OF THIS AGREEMENT).

Phase III services may be authorized upon successful completion of the Phase II and award of the construction contract, as approved in writing by the PM. The PA shall not commence work on Phase III services without prior written approval of the PM.

3.1.3 **Project Architect (PA):** The PA shall provide to PM a single source of responsibility and control for the Services, including but not limited to, all services and disciplines listed under Paragraph 3.1.2 above. The PA shall provide all materials, management and professional services necessary or required to complete the Services in a timely manner. As the Services progress, City staff and PM will participate in the creative aspects of the project as well as monitor the program, Services progress and architectural / engineering disciplines of the PA. In that capacity, City and/or PM reserve the right periodically to visit the office of the PA and / or its sub-consultants to review the work in progress, provide creative input, and generally assist in resolving design issues.

3.1.4 **City Consultants:** City and/or its PM may retain consultants/vendors under separate direct agreements. The PA shall cooperate and coordinate its work with City and/or its consultants, which may include any of the following:

- Environmental / Entitlements / California Environmental Quality Act (CEQA)
- Project Management
- Construction Management
- Materials / Soils and/or Special Inspection and Testing
- Hazardous Materials Testing / Monitoring
- Labor Compliance
- Surveying / Construction Staking



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- Project / Documents Controls System Providers
 - Project Website Administration
 - Public Relations
- 3.1.5 **Milestone Reviews:** PM will conduct periodic and milestone in-progress reviews of PA's design and engineering, at the dates and times designated by PM. During the Conceptual Design, Schematic Design, and Design Development Phase, City may assign one or more point of contact(s) of its own to each major area and/or discipline of the project to coordinate input and provide creative direction from City. Informal periodic review meetings and design workshops may be scheduled by City and/or its PM to facilitate the resolution of design issues.
- Formal reviews and progress submittals will be required, at a minimum, at the completion points for Conceptual Design, phases of work. Review meetings may be broken into separate project disciplines such as architectural, historical elements, utilities, lighting, etc. Progress submittals and/or all other documents that are required to perform the Phase I Services for this Project will be reviewed and returned with comments at periodic scheduled reviews with the PA and its appropriate key staff and sub-consultants. After receipt and review, City's comments, project team stakeholders, and/or its PM's comments, shall be incorporated into the project design at the next scheduled release of the Work.
 - In addition to the formal reviews and progress submittals, informal progress design review meetings or conference calls covering one or more disciplines may be held when deemed necessary by the PM during the Conceptual Design Phase. Moreover, PM or any of its personnel or consultants may visit the PA and its sub-consultants' offices to help resolve design issues on an as needed basis.
 - Authorization to proceed to each phase of Services (Conceptual, Schematic, Design Development, Construction Documents) will be issued in writing by the PM to the PA and may be withheld for one or more other disciplines depending on their progress and acceptance thereof at City's sole discretion. The PA shall not commence work for any Phase of Services without prior written approval of the PM.



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3.1.6 PA's Responsibilities: PA's responsibilities include, but are not limited to, providing the management, organization, resources and talent to achieve the design, budget, coordination and scheduling goals of this Project. The PA will be ultimately responsible for the accuracy, completeness, code compliance, and consistency of all work product and deliverables by the PA and its sub-consultants. Those responsibilities include, but are not limited to:

- Research
- Meetings, including submitting meeting minutes after every meeting, indicating what transpired during the meeting and any decisions made in the discussion
- Coordination with sub-consultants for consistency of project deliverables
- Management of sub-consultants to achieve the desired goals by the City
- Document control services for the PA and sub-consultant team
- Seek input from the City's and PM's Design and Construction Team(s)
- Coordination with PM and/or City Consultants
- Coordination with City Vendors and/or other Project stakeholders
- Provide and maintain a listing of team members and their qualifications, including sub-consultant team members

3.1.7 Document Standards: All documents shall be prepared on AutoCAD release 2010 or later in accordance with the National CAD Standards (NCS). Any recommendations to City on changes to the standards must be made to PM in writing within two weeks of the execution of the Agreement, and are subject to discretionary acceptance and approval by City and/or PM.

3.1.8 Codes: The PA shall verify code compliance of the design with all applicable rules, regulations, codes, guidelines, orders and/or laws applicable to and/or affecting the project in any way including, without limitation, those of the agencies of the Federal, State, County, Local or other review authorities having jurisdiction.



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- 3.1.9 **PA Recommendations:** PA shall make recommendations to PM regarding any investigations, surveys, tests, analyses and reports that are deemed necessary and required by the PA and its sub-consultants or City's or PM's consultants to properly perform the Services. Such recommendations will be made in writing and in a timely manner to allow implementation without causing any delay to the Project.
- 3.1.10 **Drawings Submittals to City:** Drawings Submittals from PA shall be sent to PM by electronic mail in PDF format, CAD Plot File and / or via the most time-appropriate delivery service as applicable. The PA shall provide three hard copies of the drawings, when requested by the PM. The date of transmission will be the triggering date for the time of a response, if any. Drawing Submittals will be reviewed by City and PM and returned to PA in an expeditious manner.
- 3.1.11 **Requests for Information:** The PA shall submit all requests for information to PM as soon as information is required. Requests shall be made by e-mail. The date of transmission will be the triggering date for the time of a response, if any. Verbal requests are also acceptable so long as PA also submits the requests in an email. The PA shall indicate the appropriate priority of each Request.
- 3.1.12 **Value Engineering:** The PA shall design the facilities to the budget stated for each facility in Section 1.2 "Budget and Schedule". Value Engineering is an integral part of the design process and is accomplished in conjunction with estimating during the preparation of design documents. PA shall consider relevant alternatives within the project design to optimize and balance capital, constructability, ease of operation and maintenance, utility and life cycle costs, and advise City and PM during all phases of Services on a continuous and timely basis to make value determination on best and most economical methods, materials, systems and equipment to be used in the Project.
- 3.1.13 **Cost Estimate:** PA shall submit an A/E opinion of probable construction costs, in the requisite level of detail and with an appropriate contingency for the level of design, with each design submittal.



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- 3.1.14 **Schedule:** PA shall submit an A/E opinion of probable construction duration, in the requisite level of detail and with an appropriate contingency for the level of design, with each design submittal.
- 3.1.15 **A/E Contract Progress Monitoring and Reporting:** The PA shall submit a monthly progress report with an updated detailed schedule and budget trend / budget balance detailing the current agreement, invoicing to date, work in progress since latest invoice, current agreement balance and projected budget balance trend. Any issues that may impact the budget shall be identified in each report. Reports shall be submitted with each invoice.
- 3.1.16 **Proprietary or Sole Source Specifications:** All technical requirements and material, equipment and component specifications for the Project should be developed without using proprietary or sole source specifications unless presented to and accepted in writing by City and PM.
- 3.1.17 **Public Outreach / Stakeholder Involvement:** The PA shall develop a public outreach plan in conjunction with the City. The City shall approve all information to be disseminated to the public on the project and shall be the primary point of contact for all outreach activities. The plan will be reviewed by the City and revised by the PA as required until approved by the City, prior to implementation.
- 3.1.18 **Base Information:** It will be necessary for the PA to review available geotechnical reports, existing civil surveys, available as-built drawings and other information that may exist. The PA is to prepare base drawing information for the project, needed for the subsequent work, in a format as required by the City and PM.

3.2 Phase I Services – Conceptual Design Deliverables

3.2.1 Conceptual Design Phase Deliverables

The PA shall discuss primary project objectives with the PM and City staff; consider program requirements, including but not limited to, scope, schedule, budget, lifeguard operational needs, Coastal Commission and community concerns, code compliance,



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functionality, feasibility, aesthetics; and develop at least two concept designs for the Lifeguard Headquarters Rehabilitation and two concept designs for the new Junior Lifeguard Facility (one at its current location and one at a different location) that takes into account the site and project opportunities and constraints. The concept designs for the Lifeguard Headquarters Rehabilitation must preserve the historical integrity of this facility.

The PA shall evaluate the feasibility of an alternative site for the Lifeguard Headquarters Facility to be renovated/expanded. The PA shall also evaluate the feasibility of rebuilding the Junior Lifeguard Facility at its current location or another location like near Claremont Place and Ocean Boulevard to utilize the existing restroom and parking facilities. The extent of evaluating alternative sites shall be limited to a narrative letter report. The aforementioned considerations and constraints for renovating and expanding the Headquarters facility at its current location shall apply to alternative locations. Considerations for alternative location(s) further away from the mean high tide line may be more desirable with the Coastal Commission objectives. The PA shall develop an additional alternative conceptual plan for relocating the existing HQ building to the base of the bluff near the existing pump station. The conceptual plan shall include architectural deliverables described in the following subsection 3.2.1.7; and narrative for structural, MEP, lighting, civil, accessibility, fire alarm, and interior design, as described in the following subsections 3.2.1.8 through 3.2.1.16 of the Scope of Work.

The PA shall work closely with the PM and City staff and develop design options that are in alignment with the program objectives, considers project and site opportunities and constraints, yet facilitates the entitlement process. The City may select a hybrid of the options presented to be further developed by the PA.

PA shall attend up to two client / public outreach meetings and two City Council or Planning Commission meetings, if required. PA shall prepare graphic materials such as overall site illustration, building renderings, power point slides, and other presentation materials, as required by City and PM to support those meetings. PA should be prepared to address topics relative to the Conceptual Design elements.



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During the Conceptual Design Phase, The PA shall participate in design, budget and schedule reviews of the Conceptual Design documents and related conceptual cost estimate with PM and City. The PA shall assist with the compilation of estimated conceptual budget and schedule, and validate and accept both, in writing.

The PA and associated sub-consultants shall attend up to three periodic meetings with City staff as requested by the PM during the conceptual design phase of the project (these meetings are in addition to the aforementioned public outreach meetings).

Based on the program and information related to the project as discussed, presented, or otherwise communicated by the PM, the PA shall prepare and provide the following Concept Design Phase deliverables. The Concept Design options for the Lifeguard Headquarters Facility Rehabilitation shall be developed in a manner that preserves the historical integrity of the structure, is in conformance with the provision of the California Historical Building Code (CHBC) as appropriate and other applicable codes and regulations, and facilitates the entitlements and permit process.

3.2.1.1 Historical Assessment

The PA shall provide a historical assessment of the Lifeguard Headquarters Facility to identify the historical features and the applicable code requirement to renovate and expand this facility.

3.2.1.2 Preliminary Seismic Evaluation

The PA shall evaluate the seismic performance of the existing Lifeguard HQ facility and determine the required seismic upgrades.

3.2.1.3 Feasibility Study

The PA shall evaluate the existing architectural, structural, mechanical, electrical, and plumbing systems and components of the Lifeguard HQ facility and determine which systems and elements can remain and which ones need to be repaired and upgraded.

3.2.1.4 Coastal Hazard Analysis

The PA shall evaluate the coastal hazards to the proposed facilities for the Lifeguard Headquarters and Junior Lifeguard Facilities. The



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report shall include, but not be limited to, description of the coastal setting of the project sites; identification of current and future coastal hazards at the project sites, including high tides, storm waves, wave run-up, and shoreline erosion; identification of potential coastal hazards at the project sites based on local predicted sea-level rise; and discussion of minimizing impacts from coastal hazards.

3.2.1.5 Site Opportunities and Constraints Evaluation

The PA, in coordination with the City and PM, shall consider the aforementioned program objectives, challenges, code requirements, limitations, and other relevant factors; and identify and evaluate the project and site opportunities and constraints that satisfies the City's objectives, yet facilitates the entitlement process. The PA shall provide a letter report for the Lifeguard Headquarters and Junior Lifeguard Facilities identifying and discussing these opportunities and constraints.

3.2.1.6 Not Used.

3.2.1.7 Architectural Design Deliverables

The PA shall develop and provide at least two concept designs each for the Lifeguard Headquarters Rehabilitation and the new Junior Lifeguard Facility that takes into account the site and project opportunities and constraints. The deliverables for each facility shall include, but not be limited to, the following items:

- Rehabilitation alternatives / recommendations (for the Lifeguard HQs)
- Preliminary themes and possible locations for public art
- Floor plans / typical level plans
- Roof plan
- Conceptual elevations
- Artistic Colored Renderings of the proposed facilities
- Exterior finish elevations showing colors & materials selection
- Exterior color and material boards (3 sets for each structure)
- Building sections



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- Preliminary value engineering letter report, identifying systems to be targeted for analysis
- Other miscellaneous architectural program related deliverables as necessary
- Type, list, and provisions of temporary lifeguard headquarter facilities to maintain essential operations during the rehabilitation

3.2.1.8 Structural Engineering Deliverables

For each facility, provide the following documents:

- Conceptual narrative of proposed structural systems and other related or necessary information
- Basic tidal surge protection plan (if applicable)

3.2.1.9 Mechanical and Plumbing Engineering Deliverables

For each facility, provide the following documentation:

- Conceptual narrative of proposed mechanical and plumbing systems
- Conceptual narrative of HVAC system for the Lifeguard HQ
- Conceptual narrative of elevator system for the Lifeguard HQ (if applicable)

3.2.1.10 Electrical Engineering Deliverables:

For each facility, provide the following documentation:

- Conceptual narrative of proposed electrical service and systems including emergency generator for the lifeguard HQ
- Conceptual narrative of proposed building security system for the Lifeguard HQ
- Conceptual narrative of proposed fire alarm system

3.2.1.11 Lighting Design Deliverables:



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For each facility, provide the following documentation:

- Conceptual narrative of proposed lightings (exterior & interior)

3.2.1.12 Civil/Geotechnical/Environmental Engineering Deliverables

For each facility, provide the following drawings/documentation:

- Site plan
- Proposed building pad elevations
- Proposed utilities services including sewer, water, fire
- Conceptual level drawings related to access to the new Junior Lifeguard Facility
- Hazardous building materials report, contaminated soils test reports, and recommendations for removal and disposal
- Geotechnical investigation report with recommendations for foundation, pile, site soils preparation, and appropriate foundation and structural systems best suited for on-site soils conditions. No additional geotechnical investigation to be provided for the HQ alternative site by the bluff, at this time. Assumptions to be made based on the geotechnical investigation prepared for the HQ alternative at its current location.
- For the Headquarters facility, provide hazardous materials report identifying the hazardous building materials (type, size, and location) to be utilized in the construction bid documents. Also, provide Phase I Environmental Site Assessment for the Headquarters facility.

3.2.1.13 Codes and Accessibility Compliance

For each facility, provide a report documenting the followings:

- Conceptual Building Code Analysis to establish building construction type and occupancy
- Confirmation with Building Official and Fire Marshall to verify interpretation of Code requirements



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- Verify and discuss the Project's code requirements including the applicability of code/regulations to historical buildings (California Historical Building Code)
- Determine the accessibility requirements
- Discuss the proposed facility type, size, height, renovation and the addition extent (in case of the Lifeguard HQ), and other design considerations with City staff via the PM to facilitate the entitlements process

3.2.1.14 Security / Fire Alarm / Communications & Alerting

For each facility, provide the following documentation:

- Narrative of the fire alarm system
- Narrative of the security system for the Lifeguard HQ
- Narrative of the communications and alerting systems

3.2.1.15 Interior Design

For each facility, provide the following documentation:

- Conceptual narrative describing quality of interior finishes and building material standards
- Discuss budget range for Furniture, Fixtures and Equipment (FF&E)

3.2.1.16 Cost and Schedule Submittals:

For each facility, provide the following documentation:

- Conceptual level opinion of construction cost including FF&Es
- Conceptual level opinion of construction duration
- For the Headquarters facility, provide a letter report analyzing the construction phasing addressing the availability of funds in two phases (\$5 M initially and \$2 M for potential expansion). The report shall discuss and evaluate ongoing operations, access,



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cost effectiveness, constructability, integration of building systems, and illustrate plans for phasing scenarios.

Civil Engineering Services

The Project Architect (PA) and its team of sub-consultants shall provide the following services described herein.

TASK 1.0 CIVIL ENGINEERING SERVICES

1.1 TOPOGRAPHIC AND BOUNDARY SURVEYS

Review available documents that have been prepared for this area. Review previously prepared right-of-way plans and survey records. As part of this task, utilizing existing available information, establish the alignment of existing above-ground improvements and below-ground utilities and structures around the project site. Conduct field investigation to verify the existing above ground improvements. A base map (site plan) shall be prepared to include the following information:

- Available information will be used to develop the concept plan.
- Curb and gutters, sidewalks and driveways, and handicap ramps
- Pavement areas including the roadway surface and flow line of gutter
- Storm drain and sewer manholes and inverts, and pipe sizes where visible
- Power poles, lights and signs, fences
- Trees and major specimen plants, with trunk diameters greater than 4"
- Above ground utilities including valves, pull-boxes, meters, and vaults
- All major surface features that define the shape of the terrain, such as tops and toes of slopes, grade breaks and natural ground

1.2 CONCEPT SITE PLAN

Prepare preliminary Site Plan based on existing available data described above. The Site Plan to include alignment of the above-ground improvements (i.e curbs, fences, bike path, drainage swales, structures, utilities, lawn, fences, etc.) and underground utilities.

End of the Scope of Work