



Agenda Report

Fullerton City Council

MEETING DATE: JANUARY 7, 2020

TO: CITY COUNCIL / CITY MANAGER

SUBMITTED BY: KENNETH A. DOMER, CITY MANAGER

PREPARED BY: MEG McWADE, PUBLIC WORKS DIRECTOR
KAREN KOBAYASHI, SR. ADMINISTRATIVE ANALYST

SUBJECT: CHANGE ORDER IN THE AMOUNT OF \$3,300 FOR
FACILITY CONDITION ASSESSMENT OF HUNT BRANCH
LIBRARY

SUMMARY

Approval of an additional facility to be included in the comprehensive assessment conducted by Clampett Industries, LLC dba EMG, including a detailed evaluation and maintenance plan.

RECOMMENDATION

1. Authorize the Public Works Director to execute a change order with EMG for additional facilities condition assessment services for \$3,300.
2. Approve a budget appropriation in the amount of \$3,300 from the Facility Capital Repair Fund to fund the change order.

PRIORITY POLICY STATEMENT

This item matches the following Priority Policy Statement:

- Infrastructure and City Assets.

FISCAL IMPACT

Funding for this change order will come from an appropriation and transfer from the Facilities Capital Repair Fund. The transfer will not affect current or future capital projects.

DISCUSSION

City Council awarded a contract for \$72,210 to EMG on October 16, 2018 to conduct a comprehensive condition assessment of nineteen city facilities including the Fullerton

Community Center, Fullerton Airport, Main Library, Police Department, Fullerton Museum, Muckenthaler Cultural Center, Amtrak Station, Basque Maintenance Yard, City Hall, fire stations and various recreational facilities.

The addition of the Hunt Branch Library to the list of buildings included in the facilities condition assessment provides Staff with a methodology to better evaluate the aging building infrastructure and prioritize repair and capital improvements on an annual basis. The work includes establishing a capital replacement and corrective maintenance schedule for annual budgeting purposes in a format that can be updated on a yearly basis as projects are completed. The capital plan provides a long-range (20-year) planning document for making the best use of the City's financial resources.