



MEMORANDUM

TO: Honorable Mayor and Members of the City Council

FROM: Daniel Gho, Public Works Director

DATE: April 9, 2020

RE: **March 2020 Library Renewal Project Construction Status Update**

This memorandum is intended to provide the City Council, Library Board, Library Foundation, Pacific Grove Friends of the Library and public with the latest Library Renewal Project construction updates. This memo summarizes all vital activities that occurred during the month of March 2020.

March 2020 Milestones:

- Carpentry is 98% complete.
- Plumbing and HVAC is 75% complete.
- Bathroom tiling is 98% complete.
- Clerestory framing and installation is complete.
- Electrical work, the largest component of the project, is 55% complete.
- Sheetrock and plastering is complete.
- Walls and ceiling painting is 55% completed
- The project website has been updated with new construction photos:
<https://www.pacificgrovelibrary.org/about-library/library-renewal-project>

Period Expenditures:

Period expenditures for the month of March are \$235,698.93

Change Orders to Date:

To date, 19 change orders and two credit deductions, totaling \$121,024.13, have been approved and invoiced accordingly. The invoiced Change Orders are derived from the contingency budget.

Approved Change Orders include:

Change Order #	Description	Cost
1	ADA compliant restroom faucets	\$3,308.30
2	Supports for a drop-down ceiling	\$5,098.87
3	Chandelier lights electrical and installation	\$2,276.55
4	Required revisions to fire suppression system per Fire	\$6,504.26

	Inspector	
5	Modified lighting controls	\$7100.81
6	Add framing/lower ceilings	\$19,996.26
7	Add roof/ceiling supports	\$5,938.88
8	Modify plumbing vents and framing	\$7,027.69
9	Salvage and reinstall crown molding	\$3,311.56
10	Relocate gas line	\$1,241.24
11	Relocate and install new attic ladder	\$5,118.49
12	Remove underlayment and prep for new floor	\$14,629.69
13	Replace wood floor	\$7,153.88
14	Modify steel beam	\$1,256.54
15	Modify HVAC ducting	\$8,717.35
16	Replace wood base molding	\$7,349.46
17	Basement asbestos abatement	\$2,072.32
18	Removal of tile floor grout build up	\$3,028.86
19	Modify Wi-Fi and run low voltage infrastructure	\$29,197.07
CR-1	Change low voltage conduit material	-\$11,573.14
CR-2	Deduction of unneeded furniture	-\$7,730.81
	Total	\$121,024.13

Total Project Cost:

The chart below reflects the total construction costs invoiced to date.

Contract Amount	\$2,162,960.00
Total Invoiced	\$1,267,799.60
Remaining Project Balance	\$895,160.40
Total Project Contingency (10%)	\$216,296*
Expended Contingency Balance	\$121,024.13
Remaining Contingency Balance	\$95,271.87

Retention:

A 5% construction retention, calculated based on the total cost associated with work completed, is withheld until the City issues the Notice of Completion and signs off on the project. This ensures the contractor completes the project to the City's standards.

Total Cost Associated with Work Completed	\$1,334,526.02
Retention Held (5%)	\$66,726.35

**As noted above, change orders have been approved. Once billed, change orders will be reflected on the expended contingency balance.*

Percentage of Project Completed to Date:

The project is currently 62% complete. The project is on track for completion in September 2020.

Next Library Renewal Project Update:

The next construction update memorandum, detailing construction activities for April, will be released in early May.

CC: Library Board
Library Foundation
Friends of the Library
City Manager
Administrative Services Director
Library Staff