



# Commission Staff Report

**COMMISSION MEETING DATE:** September 27, 2024

**SUBJECT:** 5034 Sunrise Blvd, Fair Oaks, Tenant Improvement Project - NCPA Dispatch and Scheduling Center Renovation

**AGENDA CATEGORY:** Discussion/Action

**FROM:** Monty Hanks  
Assistant General  
Manager/CFO

**METHOD OF SELECTION:**  
N/A

**Division:** Administrative Services

**Department:** General Services

## IMPACTED MEMBERS:

- |  |   |   |
|--|---|---|
| <b>All Members</b> <input checked="" type="checkbox"/>                   | <b>City of Lodi</b> <input type="checkbox"/>        | <b>City of Shasta Lake</b> <input type="checkbox"/> |
| <b>Alameda Municipal Power</b> <input type="checkbox"/>                  | <b>City of Lompoc</b> <input type="checkbox"/>      | <b>City of Ukiah</b> <input type="checkbox"/>       |
| <b>San Francisco Bay Area<br/>Rapid Transit</b> <input type="checkbox"/> | <b>City of Palo Alto</b> <input type="checkbox"/>   | <b>Plumas-Sierra REC</b> <input type="checkbox"/>   |
| <b>City of Biggs</b> <input type="checkbox"/>                            | <b>City of Redding</b> <input type="checkbox"/>     | <b>Port of Oakland</b> <input type="checkbox"/>     |
| <b>City of Gridley</b> <input type="checkbox"/>                          | <b>City of Roseville</b> <input type="checkbox"/>   | <b>Truckee Donner PUD</b> <input type="checkbox"/>  |
| <b>City of Healdsburg</b> <input type="checkbox"/>                       | <b>City of Santa Clara</b> <input type="checkbox"/> | <b>Other</b> <input type="checkbox"/>               |

*If other, please specify*

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## **RECOMMENDATION:**

Recommending the Northern California Power Agency (NCPA) Commission approve Resolution 24-XX authorizing the General Manager to award bids, execute agreements, and issue purchase orders for the project in accordance with NCPA purchasing policies and procedures, without further approval by the Commission, for a total not to exceed amount of \$4,320,872. The project authorization includes:

- 1) Provide authority to the General Manager to enter into a Construction Agreement with DPR Construction, Inc. for the 5034 Sunrise Blvd Tenant Improvement Project;
- 2) Provide authority to the General Manager or his designee to approve contract change orders with DPR Construction, Inc, as needed, not to exceed 10%;
- 3) Award bids and purchase orders for Dispatch consoles; and
- 4) Award bids and purchase orders for offices, workstations, conference room, and breakroom furniture; and
- 5) Award bids and purchase orders for the decommissioning of the Citrus Heights Disaster Recovery Center; and
- 6) Issue purchase orders related to soft costs (Permit fees, Architect, etc.)
- 7) Provide authority to the General Manager or his designee to issue purchase orders and approve project-related contingencies on an as-needed basis.

## **BACKGROUND:**

In August 2022, the Agency purchased 5034 Sunrise Blvd in Fair Oaks, CA, to serve as our Disaster Recovery Center for our mission-critical, 24/7 Scheduling and Dispatch operations. The building is 7,286 sq. ft. and presents a largely open shell for three-quarters of it. It also offers NCPA members services such as flexible hoteling stations and a conference room for shared use and occupancy.

Over the last two years, the Agency has worked with Lionakis (architect) and NCPA's General Services, Information Services, and Dispatch staff on pre-design and final design documents for a public works project proposal. In July 2024, NCPA submitted to the Sacramento County Building Department an application for a building permit which included the plan review documents. A plan review is required to demonstrate compliance of drawings and specifications with the current code and design criteria.

In August 2024, NCPA released a Request for Proposal (RFP) for a Public Works Project (Bid No. AS-2402) for the Sunrise Dispatch and Scheduling Center Renovation with a guaranteed maximum price for 5034 Sunrise Blvd tenant improvements. NCPA received three proposals and selected DPR Construction, Inc as the general contractor based on being the lowest responsive bidder.

## **FISCAL IMPACT:**

The Commission has already authorized funding resources. After the project is completed, any unspent funds will be refunded to the Members based on their contribution percentages.

The cost of the project shall not exceed \$4,320,872. This includes:

- 1) \$2,620,000 for the DPR Construction Agreement;
- 2) \$262,000 (10%) for a construction contingency related to authorized change orders on an as-needed basis

- 3) \$500,000 for Dispatch consoles (\$350k) and furniture (\$150k) for offices, workstations, conference room, and breakroom, where needed, in accordance with NCPA purchasing policies and procedures
- 4) \$224,239 for the decommissioning of the Citrus Heights Disaster Recovery Center;
- 5) \$75,000 for soft costs (Permits, Architect, etc)
- 6) \$639,633 as a project contingency on an as-needed basis

The table below details collections and expenses through 8/30/2024.

Disaster Recovery Center	
<b>Collections</b>	
Reso 22-73 Budget Augmentation	\$2,200,000
Reso 24-51 Additional Funding	\$3,625,018
3rd Party Insurance Recovery	5,000
Encumbranced for Decommissioning	224,239
<b>Total Collections</b>	<b>6,054,257</b>
<b>Expenses</b>	
Building Purchase	\$1,512,389
Inspections and Surveys	\$11,165
Architectural & Fees	\$209,831
<b>Total Expenses to Date (8/31/2024)</b>	<b>\$1,733,385</b>
<b>Remaining Expenses</b>	
Construction Cost	\$2,620,000
Construction Contingency (10%)	\$262,000
Dispatch Consoles	\$350,000
Office Furniture	\$150,000
Decommissioning Citrus Heights DRC	\$224,239
Soft Costs (Permits, Architect etc)	\$75,000
Project Contingency (~17%)	\$639,633
<b>Total Remaining Expenses</b>	<b>\$4,320,872</b>
<b>Ending Balance</b>	<b>\$0</b>

## ENVIRONMENTAL ANALYSIS:

Planned activities will have a negligible environmental impact within the existing building, including open office space, private offices, conference, break rooms, server space, secure vestibule, and restrooms with necessary support spaces. Site improvements to the existing parking lot include grading for necessary accessible parking stalls, conversion of parking stalls for a fenced generator enclosure, and an emergency standby generator. All work is to be performed within the existing developed building and parking lot. These activities are categorically exempt from CEQA as a Class 1 Exemption 15301(a), Class 2 Exemption 15302 (d), Class 3 Exemption 15303 (c) (d) (e) and a Class 11 Exemption (State CEQA Guidelines Section 15311 (b)). The Notice of Exemption has been prepared and filed. No further CEQA action is anticipated.

## **SELECTION PROCESS**

In August 2024, NCPA released an RFP for a Public Works Project (Bid No. AS-2402) for the Sunrise Dispatch and Scheduling Center Renovation with a guaranteed maximum price for 5034 Sunrise Blvd tenant improvements. NCPA received three proposals and selected DPR Construction, Inc as the general contractor based on being the lowest responsive bidder.

## **COMMITTEE REVIEW:**

Scheduled for committee review on September 17, 2024.

Respectfully submitted,

RANDY S. HOWARD  
General Manager

Attachments:

- Construction Agreement with DPR Construction, Inc.

## **RESOLUTION 24-XX**

### **RESOLUTION OF THE NORTHERN CALIFORNIA POWER AGENCY APPROVING 5034 SUNRISE BLVD TENANT IMPROVEMENT PROJECT**

**(reference Staff Report #xxx:24)**

WHEREAS, the Agency purchased 5034 Sunrise Blvd in Fair Oaks, CA, to serve as our Disaster Recovery Center for our mission-critical, 24/7 Scheduling and Dispatch operations; and

WHEREAS, the building is 7,286 sq. ft. and presents a largely open shell for three-quarters of it which will can offer NCPA members services such as flexible hoteling stations and a conference room for shared use and occupancy; and

WHEREAS, the Agency worked with architect Lionakis and NCPA's General Services, Information Services, and Dispatch staff on pre-design and final design documents for a public works project proposal; and

WHEREAS, the Agency submitted to the Sacramento County Building Department an application for a building permit which included the plan check review documents.; and

WHEREAS, the Agency released an RFP for a Public Works Project (Bid No. AS-2402) for the Sunrise Dispatch and Scheduling Center Renovation with a guaranteed maximum price for 5034 Sunrise Blvd tenant improvements.

WHEREAS, the Agency received three proposals and selected DPR Construction as the general contractor based on being the lowest responsive bidder; and

WHEREAS, the Agency will purchase Dispatch consoles and furniture for the offices, workstations, conference room, and breakroom, where needed, in accordance with NCPA purchasing policies and procedures to complete the tenant improvement project; and

WHEREAS, planned activities are negligible within the existing building to include open office space, private offices, conference, break rooms, server space, secure vestibule, and restrooms with necessary support spaces. Site improvements to the existing parking lot include grading for necessary accessible parking stalls, conversion of parking stalls for a fenced generator enclosure, and an emergency standby generator. All work is to be performed within the existing developed building and parking lot. These activities are categorically exempt from CEQA as a Class 1 Exemption 15301(a), Class 2 Exemption 15302 (d), Class 3 Exemption 15303 (c),(d),(e), and a Class 11 Exemption (State CEQA Guidelines Section 15311 (b)). The Notice of Exemption has been prepared and filed. No further CEQA action is anticipated; and

NOW, THEREFORE BE IT RESOLVED, that the Commission of the Northern California Power Agency authorizes the General Manager to award bids, execute agreements, and issue purchase orders for the project in accordance with NCPA purchasing policies and procedures, without further approval by the Commission, for a total not to exceed amount of \$4,320,872. The project authorization includes:

- 1) Authority to the General Manager to enter into a Construction Agreement with DPR Construction for the 5034 Sunrise Blvd Tenant Improvement Project not to exceed \$2,620,000;
- 2) Authority to the General Manager or his designee to approve contract change orders with DPR Construction, as needed, not to exceed \$262,000 (10%) to serve as a construction contingency;
- 3) Award bids and purchase orders for Dispatch consoles not to exceed \$350,000;
- 4) Award bids and purchase orders for offices, workstations, conference room, and breakroom furniture not to exceed \$150,000;
- 5) Award bids and purchase orders for decommissioning of the Citrus Heights Disaster Recovery Center not to exceed \$224,239;
- 6) Soft costs not to exceed \$75,000; and

- 7) Authority to the General Manager or his designee to issue purchase orders and approve project-related contingencies on an as-needed basis.

PASSED, ADOPTED and APPROVED this \_\_\_\_ day of \_\_\_\_\_, 2024 by the following vote on roll call:

	<u>Vote</u>	<u>Abstained</u>	<u>Absent</u>
Alameda	_____	_____	_____
San Francisco BART	_____	_____	_____
Biggs	_____	_____	_____
Gridley	_____	_____	_____
Healdsburg	_____	_____	_____
Lodi	_____	_____	_____
Lompoc	_____	_____	_____
Palo Alto	_____	_____	_____
Port of Oakland	_____	_____	_____
Redding	_____	_____	_____
Roseville	_____	_____	_____
Santa Clara	_____	_____	_____
Shasta Lake	_____	_____	_____
Truckee Donner	_____	_____	_____
Ukiah	_____	_____	_____
Plumas-Sierra	_____	_____	_____

\_\_\_\_\_  
JERRY SERVENTI  
CHAIR

ATTEST:

\_\_\_\_\_  
CARRIE POLLO  
ASSISTANT SECRETARY



# Disaster Recovery Center Update

Jonathan Ashcraft  
Facilities Manager  
9/17/2024

## Status Update for Sunrise DRC

- NCPA Staff published the Public Works Project bid package on Aug. 8<sup>th</sup> 2024.
- Mandatory Bid meeting was Aug. 16<sup>th</sup> 2024. There were four contractors in attendance, DPR, Unger, Roebbelen, and YanCon.
  - All four contractors have remained engaged throughout the bidding process submitting RFI's and engaging with their sub-contractors.
- Bid packages were due on Sept. 9<sup>th</sup> at 2:00 pm.
- Bid Opening occurred on Sept. 9<sup>th</sup> at 2:02pm at HQ.
- NCPA opened three bid packages, with Roebbelen Contracting Inc. announced as the apparent bid based upon the lowest pricing of \$2,222,191



## Bid Results Based Upon Dollar Amount

Item Description	DPR	Robbelen	Unger
Existing Conditions	\$ 70,917	\$ 233,108	\$ 215,941
Concrete	\$ 259,169	\$ 70,437	\$ 164,547
Carpentry	\$ 94,542	\$ 208,757	\$ 193,452
Thermal & Moisture Protection	\$ 26,625	\$ 67,844	\$ 31,017
Openings	\$ 58,795	\$ 46,647	\$ 57,767
Finishes	\$ 294,582	\$ 175,400	\$ 252,481
Specialties	\$ 23,445	\$ 21,370	\$ 5,499
Fire Suppression	\$ 63,947	\$ 43,324	\$ 58,721
Plumbing	\$ 103,208	\$ 70,584	\$ 107,678
HVAC	\$ 217,540	\$ 147,910	\$ 225,193
Electrical	\$ 843,091	\$ 1,078,078	\$ 1,213,132
Comms and Data	\$ 112,650	\$ -	
Security	\$ 209,313	\$ -	
Safety	\$ 179,180	\$ -	\$ 5,808
Site Generator Enclosure	\$ 62,996	\$ 57,733	\$ 386,586
<b>Total</b>	<b>\$ 2,620,000</b>	<b>\$ 2,221,192</b>	<b>\$ 2,917,822</b>

## **Status Update for Sunrise DRC Cont.**

- NCPA Staff have reviewed the bid packages for responsiveness.
  - The team determined that the “Apparent Low Bidder” Roebbelen Contracting Inc, was non-responsive as they did not assign a dollar amount for the Subcontractors, and did not show dollar amounts or notes under bid form categories 12 Communications and Data, 13 Security, and 14 Safety.
  - The lowest responsive bidder is DPR Construction Inc in the amount of \$2,620,000.

## Permit Status

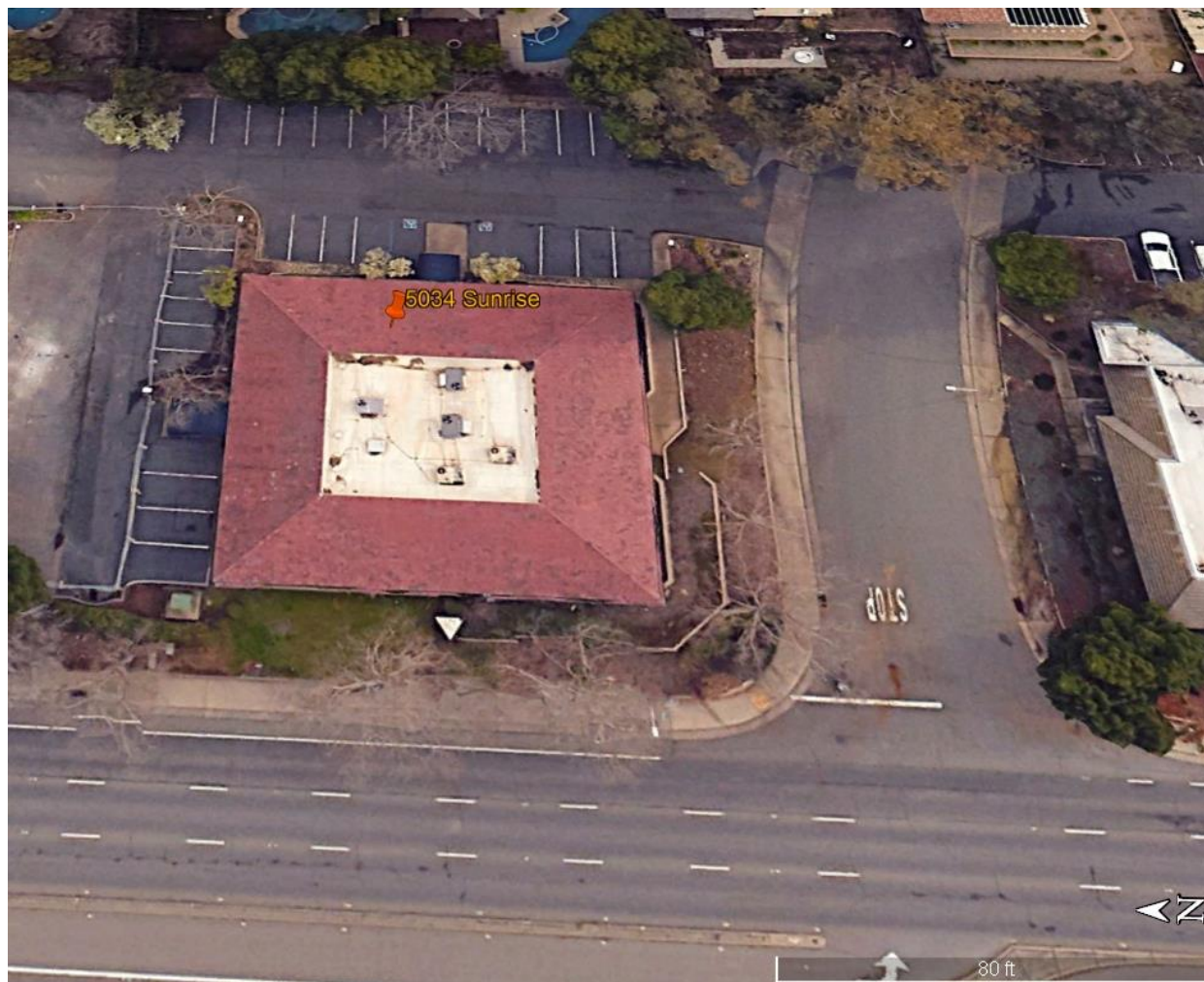
- The building and fire permits were submitted to Sacramento County and Sac. Metro Fire on 7/15/2024.
- Plan review notification from Sacramento County received on 8/20/24 by Lionakis.
  - Lionakis is engaged with the planning department in addressing the comments.
  - Lionakis to engage on ADA-Accessible path of travel, we may have to submit a “hardship” exception, which was a consideration early in the project.
  - County engineering has requested structural calculations to justify the added load for the mini-split condensers on the roof. We have not been able to track down design information on the roof trusses. Lionakis is scheduled on 9/11/24 to document the roof framing system.

## Permit Status

- Lionakis received a review notification from Sacramento Metro Fire. Deficiencies will be cleared once a G.C. is selected and submits a construction fire plan.
- Lionakis to resubmit to plan check. 2 weeks
- Second Plan Review Cycle 2 weeks

Anticipated to clear plan check on or around 10/8/24

## Accessible Path of Travel Aerial

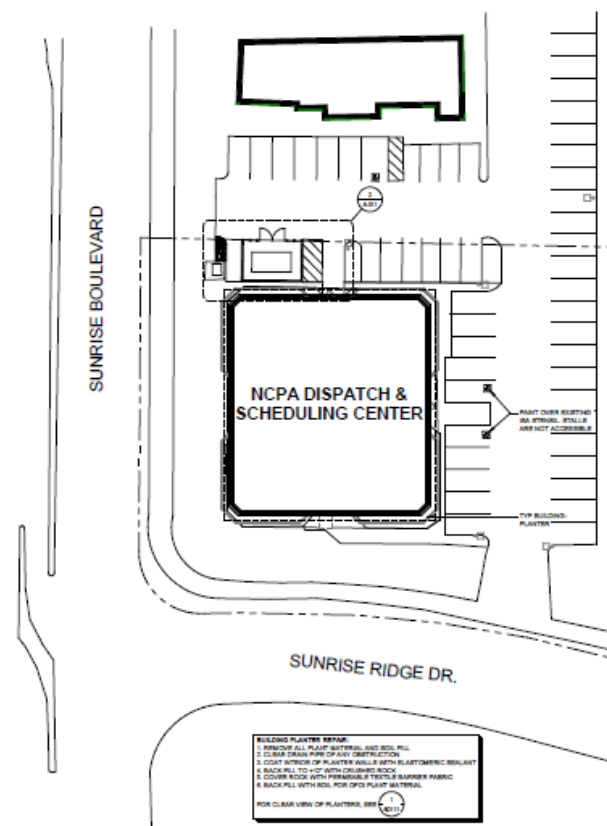
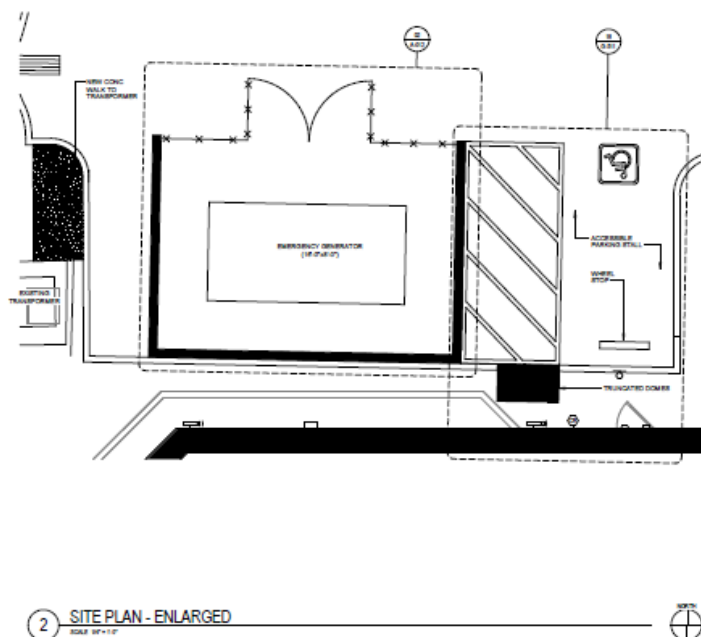




# Accessible Path of Travel Street View



## Accessible Path of Travel Site Plan



## **Fiscal Impact**

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  - \$500,000 for Dispatch consoles (\$350k) and furniture (\$150k) for offices, workstations, conference room, and breakroom, where needed, in accordance with NCPA purchasing policies and procedures
  - \$224,239 for the decommissioning of the Citrus Heights Disaster Recovery Center;
  - \$75,000 for soft costs (Permits, Architect, etc)
  - \$639,633 as a project contingency on an as-needed basis



## **Fiscal Impact**

- Funding resources have already been authorized by the Commission. Any unspent funds after project completion will be refunded to the Members based on their contribution percentages. The following table details collections and expenses through 8/30/2024.

# Fiscal Impact

## Disaster Recovery Center

### Collections

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**Total Collections** **6,054,257**

### Expenses

Building Purchase	\$1,512,389
Inspections and Surveys	\$11,165
Architectural & Fees	\$209,831

**Total Expenses to Date (8/31/2024)** **\$1,733,385**

### Remaining Expenses

Construction Cost	\$2,620,000
Construction Contingency (10%)	\$262,000
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Soft Costs (Permits, Architect etc)	\$75,000
Project Contingency (~17%)	\$639,633

**Total Remaining Expenses** **\$4,320,872**

**Ending Balance** **\$0**

## Environmental Analysis

- Planned activities will have a negligible within the existing building, including open office space, private offices, conference, break rooms, server space, secure vestibule, and restrooms with necessary support spaces. Site improvements to the existing parking lot include grading for necessary accessible parking stalls, conversion of parking stalls for a fenced generator enclosure, and an emergency standby generator. All work is to be performed within the existing developed building and parking lot. These activities are categorically exempt from CEQA as a Class 1 Exemption 15301(a), Class 2 Exemption 15302 (d), Class 3 Exemption 15303 (c),(d),(e) and a Class 11 Exemption (State CEQA Guidelines Section 15311 (b)). The Notice of Exemption has been prepared and filed. No further CEQA action is anticipated.

## Proposal

- Staff is seeking a recommendation from the Facilities Committee for Commission approval of Resolution 24-XX authorizing the General Manager to award bids, execute agreements, and issue purchase orders for the project in accordance with NCPA purchasing policies and procedures, without further approval by the Commission, for a total not to exceed amount of \$4,320,872.

## Proposal

The project authorization includes:

- 1) Provide authority to the General Manager to enter into a Construction Agreement with DPR Construction, Inc. for the 5034 Sunrise Blvd Tenant Improvement Project;
- 2) Provide authority to the General Manager or his designee to approve contract change orders with DPR Construction, Inc, as needed basis, not to exceed the construction contingency;
- 3) Award bids and purchase orders for Dispatch consoles; and
- 4) Award bids and purchase orders for offices, workstations, conference room, and breakroom furniture; and
- 5) Award bids and purchase orders for the decommissioning of the Citrus Heights Disaster Recovery Center.
- 6) Issue purchase orders related to soft costs (Permit fees, Architect, etc.)
- 7) Provide authority to the General Manager or his designee to issue purchase orders and approve project-related contingencies on an as-needed basis.

# Questions?