



City of Los Altos

Los Altos Community Center



MONTHLY REPORT #15

NOVEMBER 2020

PREPARED BY NOVA PARTNERS, INC.

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Los Altos Community Center

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The Los Altos Community Center will support play, learning and community gatherings and will be configured to maximize connections to existing amenities on the Civic Center campus and downtown.

The building will contain modern amenities, be sustainably designed and provide facilities that are both adequate and useful to the community. The architecture will be inviting and showcase the unique character of the City of Los Altos, with the building located in a beautiful park-like setting.



Project Summary

The Hillview Community Center located at 97 Hillview Avenue, Los Altos was constructed in the 1940s and 1950s as an elementary school and has served as a community center since 1975. The buildings were originally constructed as wood-frame and steel structures and had undergone numerous additions, renovations, and upgrades over more than 70 years. The scope of this project is to demolish the existing 30,362 square-foot community center, re-designing the site, retaining 71 existing trees, and constructing a new one-story 24,500 square-foot community center building occupying a location at the north end of the present community center site. Pedestrian pathways and crosswalks will be provided throughout the site to connect the parking lots and existing sidewalks to the new buildings, recreational facilities, and existing buildings surrounding the site such as the History Museum and Library. The driveway connections to Hillview Avenue will be realigned, with a total of two driveway connections rather than the existing four driveway entrances. The site will function more efficiently and provide a better connection to the existing buildings within the Civic Center.

The construction phase of the project began with bidding and subsequent City Council approval of the construction contract in July 2019. The project budget approved by City Council for the entire project is \$38,335,400 which includes all soft costs, hard costs and furniture for the new building.

The construction work is being performed by Gonsalves & Stronck Construction Company, Inc. Demolition of the site began in September 2019 and the buildings were demolished in October 2019. Through November 2020, installation of mechanical and electrical systems continues. On the exterior, the building is beginning to take shape. Substantial progress was made on the roof and the building exterior. Drywall and other interior finished continue to be installed.

In accordance with the shelter-in-place order issued by Santa Clara County, on March 31, 2020, in response to COVID-19, work on-site was suspended until the revised County order on April 29, 2020. Work resumed, with new health and safety requirements, on May 4, 2020. Following a confirmed case of COVID-19, the site was voluntarily closed for sanitization on September 11, 2020 and reopened September 15, 2020 in accordance with the contractor's protocols.

The original November 25, 2020 substantial completion date reflected in the bid will be extended. Substantial completion is currently anticipated in April, 2021. The completion date may continue to be adjusted as impacts from COVID-19 are realized. For more details on the budget and schedule, see pages 9 & 10 and Appendices A & B enclosed.

Activities Summary

November 2020 Activities:

Construction activities performed by Gonsalves & Stronck Construction in October 2020 include:

- Continued implementation of COVID-19 health and safety plan protocols in accordance with Santa Clara County.
- Continued building exterior waterproofing, insulation, finishes, and windows.
- Continued installation of mechanical ductwork and plumbing.
- Continued Drywall installation.
- Continued progress on roofing waterproofing, shingles, PV and Fall Protection equipment.
- Curb and gutter progress at Hillview Parking lot.

Upcoming Activities:

During November 2020, Gonsalves & Stronck Construction expects to perform the following activities:

- Continued COVID-19 implementation of health and safety protocols in accordance with Santa Clara County.
- Continued electrical installation and drywall
- Continued building exterior finishes and windows.
- Install building exterior finishes: cement board, plaster, and cedar siding.
- Construction of courtyard canopies.
- Install conduits for phone and fiber connections.

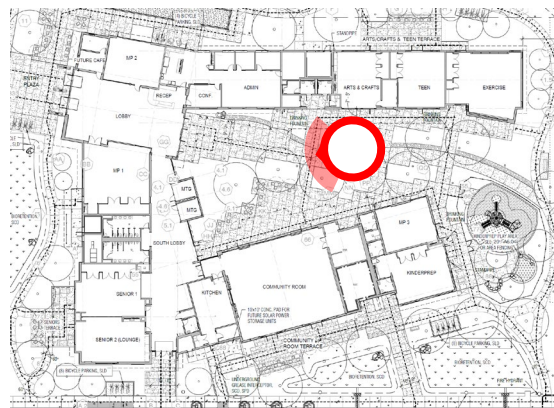
A detailed construction schedule is included in Appendix B. Please note, further adjustments may be required due to COVID-19 and other unforeseen circumstances.

Project Photos

Progress photographs from October, 2020.



Exterior at Main Courtyard

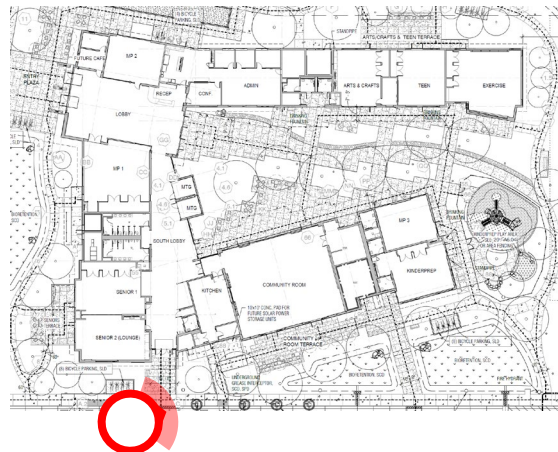


Exterior Progress along Hillview Ave.

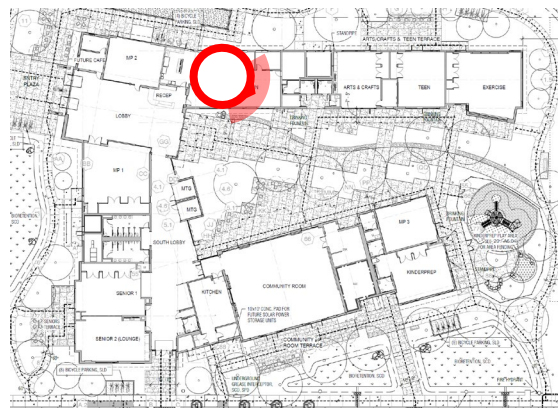


Project Photos

Progress photographs from October, 2020.



Curb and Gutter progress at Hillview Parking Lot



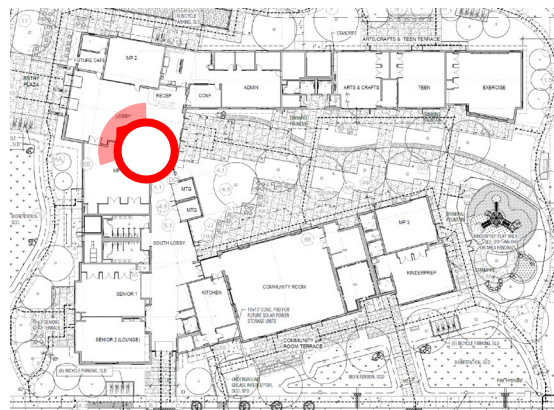
Interior Progress at Admin Wing

Project Photos

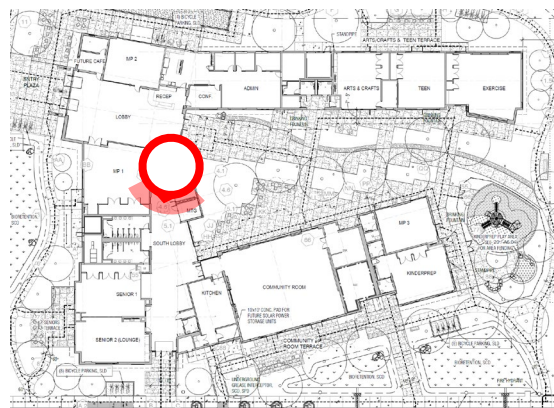
Progress photographs from October, 2020.



Interior at Main Lobby



Interior Progress at South Lobby

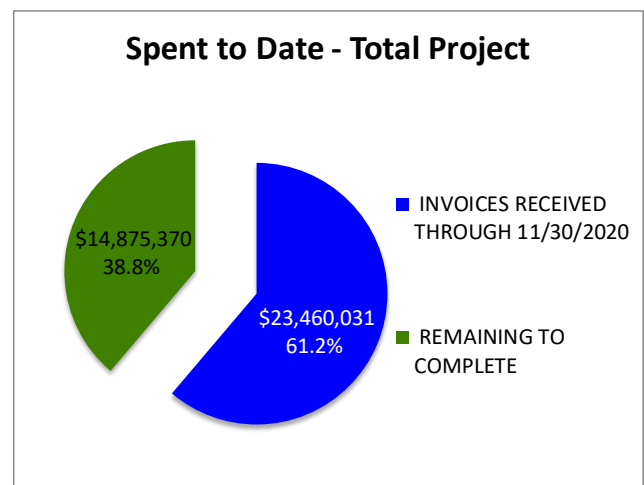
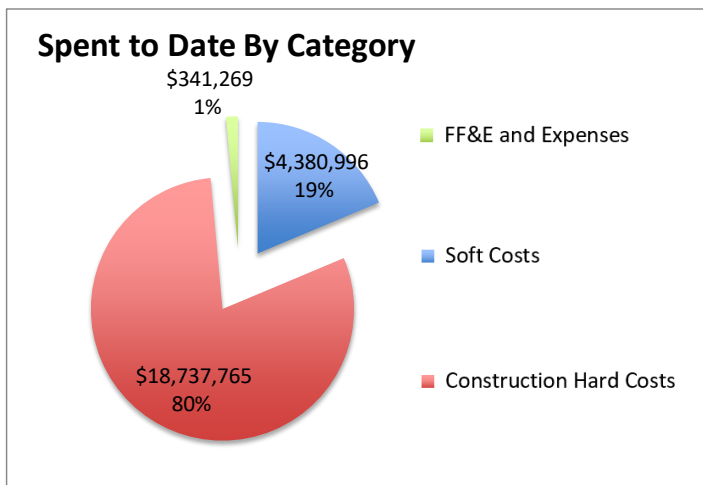


Project Budget: November Status



LOS ALTOS COMMUNITY CENTER
97 Hillview Avenue, Los Altos
Project Dashboard - Executive Summary
Nov 2020

BUDGET LINE DESCRIPTION	APPROVED PROJECT BUDGET AUG 2019	BUDGET REALLOCATIONS	CURRENT FORECAST	INVOICES RECEIVED THROUGH 11/30/2020	REMAINING TO COMPLETE	PERCENT COMPLETE
Soft Costs	\$ 5,535,443	\$ -	\$ 5,535,443	\$ 4,380,996	\$ 1,154,447	79.1%
Construction Hard Costs	\$ 31,035,400	\$ -	\$ 31,035,400	\$ 18,737,765	\$ 12,297,635	60.4%
FF&E and Expenses	\$ 1,764,557	\$ -	\$ 1,764,557	\$ 341,269	\$ 1,423,288	19.3%
Total Project Costs	\$ 38,335,400	\$ -	\$ 38,335,400	\$ 23,460,031	\$ 14,875,370	61.2%



Total project cost of \$38,335,400 approved by Los Altos City Council on July 30, 2019.

Refer to Appendix A for budget details:

- Project Budget Details
- Construction Cost Details
- Contingency Transfers (approved to date)

Milestone Schedule

Item	Description	Duration	Scheduled Start	Scheduled Finish	Actual Start	Actual Finish
1	Execute Contract	0	8/3/2019	8/3/2019	8/3/2019	8/19/2019
2	Notice to Proceed	0	8/21/2019	8/21/2019	8/21/2019	8/21/2019
3	Start of Construction	0	9/3/2019	9/3/2019	9/3/2019	9/3/2019
4	Building Abatement	23	9/9/2019	10/2/2019	9/9/2019	10/2/2019
5	Building & Site Demolition	22	10/3/2019	10/25/2019	10/11/2019	11/25/2019
6	Site Preparation and Layout for Building	13	10/25/2019	11/7/2019	12/11/2019	12/20/2019
7	Excavate for Site Utilities: Storm/Bio-ret.	24	10/25/2019	11/18/2019	12/13/2019	1/20/2020
8	Excavate for Site Utilities: Sanitary	12	11/8/2019	11/20/2019	1/27/2020	2/26/2020
9	Footings/Slab: North Portion; New Bldg.	67	11/8/2019	1/14/2020	12/23/2019	02/21/2020
10	Footings/Slab: South Portion; New Bldg.	74	11/15/2019	1/28/2020	1/2/2020	2/21/2020
11	Frame Walls/Roof Structures	154	2/3/2020	7/6/2020	2/4/2020	7/6/2020
12	Roof Decking and Gables/Flat Roofs	228	2/28/2020	10/13/2020	02/13/2020	11/2/2020
13	Roofing Shingles/Flat Roof Membrane	231	5/27/2020	1/13/2021	5/27/2020	
14	Exterior Wall Finishes	232	5/18/2020	1/5/2021	6/1/2020	
15	Interior Finishes	371	3/9/2020	3/15/2021	3/9/2020	
16	Library Connector Sitework	105	5/26/2020	9/8/2020	5/26/2020	9/8/2020
17	Parking Lot Construction/Paving	63	10/26/2020	12/28/2020	10/26/2020	
18	Exterior Sitework; Landscape/Lights	61	12/23/2020	2/22/2021		
19	Concrete Sidewalk & Trellis Systems	91	11/6/2020	2/5/2021		
20	Commissioning of Systems	43	1/13/2021	2/25/2021		
21	Substantial Completion	9	4/7/2021	4/16/2021		
22	Temporary Certificate of Occupancy	23	3/15/2021	4/7/2021		
23	Furniture Move-in	25	4/16/2021	5/11/2021		
24	Final Occupancy	16	5/11/2021	5/27/2021		

To date, four issues have been encountered that delayed progress:

1. PG&E delay in capping off the gas line in the street delayed progress by **7 working days**.
2. Unforeseen below-grade conditions encountered during demolition delayed progress by an additional **7 working days**.
3. Due to the COVID-19 Pandemic, the construction site was closed between March 30th 2020 and May 4th 2020. Ongoing impacts to construction productivity, material and equipment fabrication, deliveries, manpower availability, and external organizations such as Cal Water, PG&E, Santa Clara County Fire Department that are required for reviews and inspections, are all being impacted. Schedules are being evaluated and adjusted in accordance with the construction contract.
4. Following a confirmed case of COVID-19, the site was voluntarily closed for sanitization on September 11, 2020 and reopened on September 15, 2020 in accordance with the contractor's protocols. This closure resulted in a delay of **2 working days**.

Dates, durations and sequence indicated for each activity are subject to a variety of factors including weather, construction timing, and phasing of the construction and may be adjusted as the project progresses. The baseline schedule assumes 20 weather delay days. Accordingly, rain days do not push-out the overall completion date. The project has encountered 8 inclement weather delay days to date. The substantial completion date is currently anticipated to be late April, 2021, and the completion date may be further revised as impacts related to COVID-19 are experienced, evaluated, and addressed. A detailed construction schedule is included in Appendix B.

The original contractual completion for the project was 450 calendar days from Start of Construction date, with anticipated completion in November, 2020. Currently, executed change orders have extended the contract duration 19 days. A contract extension to address delays due to COVID-19 is under negotiation.

Appendix A. Budget Details

- Project Budget Details
- Construction Cost Details
- Contingency Transfers
(approved to date)



LOS ALTOS COMMUNITY CENTER
 97 Hillview Avenue, Los Altos
 Project Budget Report
 Nov 2020



Building Square Footage: 24,500 sq. ft.		BUDGET STATUS				COMMITTED COSTS			SPENDING			COMMENTS	
BUDGET LINE DESCRIPTION	VENDOR	A APPROVED PROJECT BUDGET AUG 2019	B TRANSFERS & CONTINGENCY USAGE	C (A+B) TOTAL FORECASTED FINAL BUDGET	COST PER SF	D ORIGINAL CONTRACT AMOUNT	E CHANGE ORDERS	F (D+E) REVISED CONTRACT AMOUNT	G INVOICES RECEIVED THROUGH 11/30/2020	H (G/C) % COMPLETE	I REMAINING TO BE SPENT		
SOFT COSTS													
PERMITS, FEE & UTILITIES													
S-105*	Plan Check Fees	3rd Party Plan Check	\$ 108,104	\$ (38,104)	\$ 70,000	\$ 3	\$ 70,000	\$ 70,000	\$ 40,925	58.5%	\$ 29,075	3rd party review by Structech. 10/29: Per City, no more invoices expected.	
S-125	Utility Fees	Cal Water/PG&E	\$ 200,000	\$ (101,760)	\$ 98,240	\$ 4	\$ 98,240	\$ 98,240	\$ 91,973	93.6%	\$ 6,267	Cal Water, PG&E	
S-145	Title Reports	City of Los Altos	\$ 500	\$ -	\$ 500	\$ 0	\$ 500	\$ 500	\$ 400	80.0%	\$ 100		
ARCHITECT & ENGINEER													
S-200	Architect	Noll & Tam	\$ 3,440,178	\$ 425,863	\$ 3,866,041	\$ 158	\$ 2,878,977	\$ 987,064	\$ 3,866,041	\$ 3,190,900	82.5%	\$ 675,141	
S-245	CEQA Consultant	EMC Planning		\$ 38,194	\$ 38,194	\$ 2	\$ 38,194	\$ 38,194	\$ 38,194	100.0%	\$ 0	Initial CEQA Study	
OTHER CONSULTANTS													
S-315	Phase I ESA	Ninyo & Moore	\$ 3,400	\$ -	\$ 3,400	\$ 0	\$ 3,400	\$ 3,400	\$ 3,400	100.0%	\$ -		
S-340	Hazardous Material Survey	Znapfly	\$ 75,000	\$ (36,165)	\$ 38,835	\$ 2	\$ 37,106	\$ 1,729	\$ 38,835	\$ 38,835	100.0%	\$ -	Includes abatement monitoring
S-350	Construction Management	Nova	\$ 1,013,475	\$ 311,986	\$ 1,325,461	\$ 54	\$ 1,013,475	\$ 311,986	\$ 1,325,461	\$ 939,401	70.9%	\$ 386,060	"Spending" Column includes PreCon Contract
S-380	Biologist	Rincon	\$ 23,520	\$ (17,611)	\$ 5,909	\$ 0	\$ 5,909	\$ 5,909	\$ 5,279	89.3%	\$ 630	Bat/Bird surveys for Mitigated Neg Dec	
TESTING & INSPECTION													
S-510	Special Inspections	Nova	\$ 74,876	\$ (74,876)	\$ -			\$ -	\$ -	-	\$ -		
S-570	Abatement Monitoring		\$ 68,000	\$ (68,000)	\$ -				\$ -	-	\$ -	Moved to soft cost contingency	
S-580	Commissioning	Interface	\$ 30,000	\$ -	\$ 30,000	\$ 1	\$ 28,580	\$ 28,580	\$ 12,976	43.3%	\$ 17,024	Total Contract Sum \$28,580, for (3) different services.	
S-590	City Utility Inspections	Bellecci	\$ -	\$ 22,012	\$ 22,012	\$ 1	\$ 22,012	\$ 22,012	\$ 18,713	85.0%	\$ 3,299	Storm Drain and Sanitary Sewer inspections	
SUBTOTAL			\$ 5,037,053	\$ 461,539	\$ 5,498,592	\$ 224	\$ 4,196,393	\$ 1,300,779	\$ 5,497,172	\$ 4,380,996	79.7%	\$ 1,117,596	
Soft Cost Contingency		~10%	\$ 498,390	\$ (461,539)	\$ 36,851	\$ 2						\$ 36,851	
SOFT COST TOTAL			\$ 5,535,443	\$ -	\$ 5,535,443	\$ 226	\$ 4,196,393	\$ 1,300,779	\$ 5,497,172	\$ 4,380,996	79.1%	\$ 1,154,447	
CONSTRUCTION HARD COSTS													
H-200	Construction	Gonsalves & Stronck	\$ 28,214,000	\$ 508,834	\$ 28,722,834	\$ 1,172	\$ 28,214,000	\$ 508,834	\$ 28,722,834	\$ 18,737,765	65.2%	\$ 9,985,069	G&S contract plus approved Change Orders
SUBTOTAL			\$ 28,214,000	\$ 508,834	\$ 28,722,834	\$ 1,172	\$ 28,214,000	\$ 508,834	\$ 28,722,834	\$ 18,737,765	65.2%	\$ 9,985,069	
Construction/Owner Contingency		10%	\$ 2,821,400	\$ (508,834)	\$ 2,312,566	\$ 94						\$ 2,312,566	
CONSTRUCTION HARD COST TOTAL			\$ 31,035,400	\$ -	\$ 31,035,400	\$ 1,267	\$ 28,214,000	\$ 508,834	\$ 28,722,834	\$ 18,737,765	60.4%	\$ 12,297,635	
FURNITURE, FIXTURES & EQUIPMENT													
F-130	Interior/ Exterior Furniture	Multi	\$ 920,000	\$ (290,236)	\$ 629,764	\$ 26	\$ 629,764	\$ 629,764	\$ 206,948	32.9%	\$ 422,817	Interior Motions, KBM, KI and One Workplace	
F-160	Move / Relocation	JKA	\$ 200,000	\$ -	\$ 200,000	\$ 8	\$ 49,009	\$ 49,009	\$ 44,811	22.4%	\$ 155,189	Cost for moving into new facility	
IT & A/V EQUIPMENT													
F-200	IT		\$ 190,000	\$ -	\$ 190,000	\$ 8	\$ 74,327	\$ 74,327	\$ 65,267	34.4%	\$ 124,733	AMS Fiber connection to LAPD to be funded	
F-210	Security		\$ 113,000	\$ -	\$ 113,000	\$ 5		\$ -	\$ -	-	\$ 113,000	Intrusion Detection alarm system	
F-220	AV		\$ 170,757	\$ -	\$ 170,757	\$ 7		\$ -	\$ -	-	\$ 170,757	Owner furnished Audio-visual hardware / equipment	
SUBTOTAL			\$ 1,593,757	\$ (290,236)	\$ 1,303,521	\$ 53	\$ 753,100	\$ 753,100	\$ 317,026	24.3%	\$ 986,496		
FF&E Contingency		~8.5%	\$ 135,800	\$ 290,236	\$ 426,036	\$ 17						\$ 426,036	
FF&E TOTAL			\$ 1,729,557	\$ -	\$ 1,729,557	\$ 71	\$ 753,100	\$ 753,100	\$ 317,026	18.3%	\$ 1,412,531		
EXPENSES													
E-120	Reimbursables		\$ 10,000	\$ -	\$ 10,000	\$ 0	\$ 10,000	\$ 10,000	\$ 9,485	94.8%	\$ 515		
E-130	Blueprinting/FedEx/Etc.		\$ 10,000	\$ -	\$ 10,000	\$ 0	\$ 10,000	\$ 10,000	\$ 7,065	70.7%	\$ 2,935		
E-140	Travel		\$ 5,000	\$ -	\$ 5,000	\$ 0	\$ 5,000	\$ 5,000	\$ -	-	\$ 5,000		
E-150	Miscellaneous Expenses		\$ 10,000	\$ -	\$ 10,000	\$ 0	\$ 10,000	\$ 10,000	\$ 7,694	76.9%	\$ 2,306		
E-160	Other		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -		
EXPENSES TOTAL			\$ 35,000	\$ -	\$ 35,000	\$ 1	\$ 35,000	\$ 35,000	\$ 24,244	69.3%	\$ 10,756		
Project Totals			\$ 38,335,400	\$ -	\$ 38,335,400	\$ 1,565	\$ 33,198,493	\$ 1,809,613	\$ 35,008,106	\$ 23,460,031	61.2%	\$ 14,875,369	

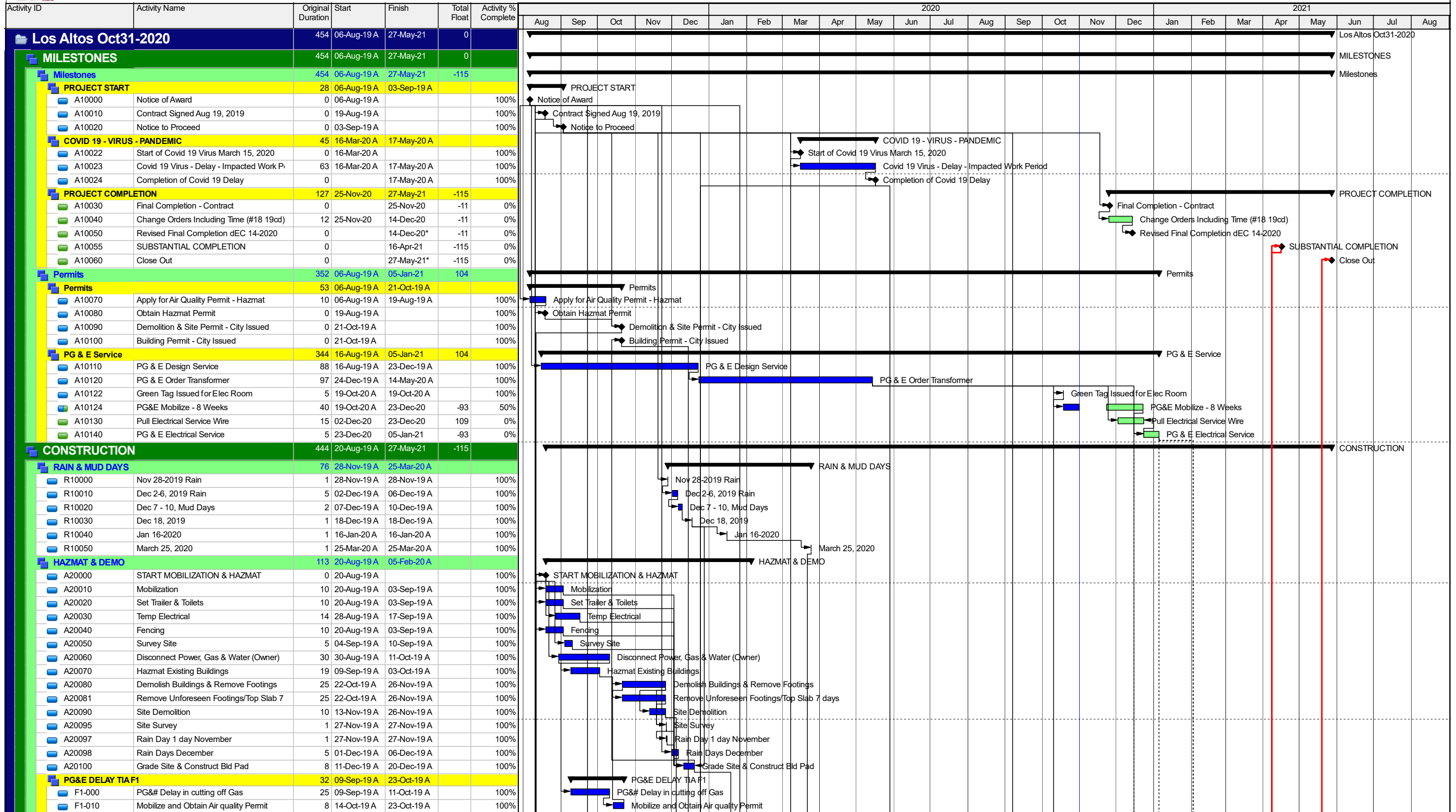


LOS ALTOS COMMUNITY CENTER
97 Hillview Avenue, Los Altos
Construction Cost Breakdown
Nov 2020



	BASE CONTRACT	WORK PREVIOUSLY COMPLETED	COMPLETED THIS PERIOD	MATERIALS STORED	TOTAL COMPLETED AND STORED	% COMPLETE	BALANCE TO FINISH	RETENTION (10%)
DIVISION 1 - GENERAL CONDITIONS & FEE	\$4,663,406.00	\$3,526,547.00	\$219,387.00	\$0.00	\$3,745,934.00	80%	\$917,472.00	\$374,593.40
DIVISION 2 - DEMO	\$612,000.00	\$583,790.00	\$16,120.00	\$0.00	\$599,910.00	98%	\$12,090.00	\$59,991.00
DIVISION 3 - CONCRETE	\$896,325.00	\$830,872.00	\$1,434.00	\$0.00	\$832,306.00	93%	\$64,019.00	\$83,230.60
DIVISION 5 - METALS	\$1,348,650.00	\$1,331,985.00	\$7,495.00	\$0.00	\$1,339,480.00	99%	\$9,170.00	\$133,948.00
DIVISION 6 - WOOD AND PLASTICS	\$3,742,780.00	\$2,856,540.00	\$48,205.00	\$0.00	\$2,904,745.00	78%	\$838,035.00	\$290,474.50
DIVISION 7 - THERMAL AND MOISTURE PROTECTION	\$2,075,083.00	\$1,192,820.00	\$112,623.00	\$0.00	\$1,305,443.00	63%	\$769,640.00	\$130,544.30
DIVISION 8 - WINDOWS AND DOORS	\$1,356,606.00	\$809,636.00	\$103,500.00	\$0.00	\$913,136.00	67%	\$443,470.00	\$91,313.60
DIVISION 9 - FINISHES	\$2,133,086.00	\$364,332.00	\$120,341.00	\$0.00	\$484,673.00	23%	\$1,648,413.00	\$48,467.30
DIVISION 10 - SPECIALTIES	\$261,659.00	\$7,425.00	\$25,878.00	\$0.00	\$33,303.00	13%	\$228,356.00	\$3,330.30
DIVISION 11 - EQUIPMENT	\$255,116.00	\$85,960.00	\$43,283.00	\$48,880.00	\$178,123.00	70%	\$76,993.00	\$17,812.30
DIVISION 12 - FURNISHINGS	\$158,711.00	\$72,639.00	\$0.00	\$0.00	\$72,639.00	46%	\$86,072.00	\$7,263.90
DIVISION 21 - FIRE SUPPRESSION	\$195,500.00	\$189,630.00	\$0.00	\$0.00	\$189,630.00	97%	\$5,870.00	\$18,963.00
DIVISION 22 - PLUMBING	\$624,726.00	\$493,531.00	\$24,989.00	\$0.00	\$518,520.00	83%	\$106,206.00	\$51,852.00
DIVISION 23 - HVAC	\$1,744,176.00	\$1,377,898.00	\$69,767.00	\$0.00	\$1,447,665.00	83%	\$296,511.00	\$144,766.50
DIVISION 26 - ELECTRICAL	\$5,043,346.00	\$2,451,382.00	\$421,650.00	\$0.00	\$2,873,032.00	57%	\$2,170,314.00	\$287,303.20
DIVISION 31 - EARTHWORK	\$872,300.00	\$151,793.00	\$32,882.00	\$0.00	\$184,675.00	21%	\$687,625.00	\$18,467.50
DIVISION 32 - EXTERIOR IMPROVEMENTS	\$1,671,720.00	\$167,800.00	\$22,754.00	\$0.00	\$190,554.00	11%	\$1,481,166.00	\$19,055.40
DIVISION 33 - UTILITIES	\$558,810.00	\$547,633.00	\$0.00	\$0.00	\$547,633.00	98%	\$11,177.00	\$54,763.30
SUB-TOTAL	\$28,214,000.00	\$17,042,213.00	\$1,270,308.00	\$48,880.00	\$18,361,401.00	65%	\$9,852,599.00	\$1,836,140.10
CHANGE ORDERS	\$508,834.00	\$331,676.00	\$44,688.00	\$0.00	\$376,364.00	74%	\$132,470.00	\$37,636.40
GRAND TOTAL	\$28,722,834.00	\$17,373,889.00	\$1,314,996.00	\$48,880.00	\$18,737,765.00	65%	\$9,985,069.00	\$1,873,776.50

Appendix B. Construction Schedule Details



█ Remaining Level of Effort
 █ Actual Work
 █ Critical Remaining Work
█ Actual Level of Effort
 █ Remaining Work
 ◆ Milestone

