ATTACHMENT 2

architecture • interior • planning
Gillis + Panichapan Architects, Incorporated
2900 Bristol Street, Suite G-205 Costa Mesa, CA 92626 Tel 714.668.4260 Fax 714.668.4265 www.gparchitects.org

October 19, 2021

Seung Yang, P.E.
City Engineer
City of Costa Mesa
77 Fair Dr. Costa Mesa CA 92626

Subject: ***City of Costa Mesa Police Firing Range: Change Order Requests for ADA and Construction Administration Support Services***

Dear Seung,

We are seeking a change order request for additional work we had provided for this project, as well as additional work we anticipate to provide due to the expanded scope of work to cover ADA retrofits and accessibility improvements for the facility to accommodate the original scope of the Firing Range at the Police Station.

A. SCOPE OF WORK SUMMARY

The requested change orders for this project are based on the following three (3) tasks that provide additions and alterations to the original scope of work:

1. **ADA Assessment Report:** (Originally submitted 3/4/21) Provide Accessibility/ ADA Assessment Report on the the facility based as it relates to the primary proposed renovation for the Firing Range. Report illustrating existing conditions that would need upgrades and retrofits (Exhibit A)

2. **A&E services for ADA retrofits:** (Originally submitted 5/26/21) Provide A&E services to develop construction documents through construction support for selected ADA retrofits outlined in the Accessibility/ ADA report. (Exhibit B)

3. **Supplemental Construction Administration***: (New) Construction Support Services for the expanded scope of work. (Exhibit C) *

   *Regarding third task #3, we are requesting this change order for additional Construction Administration services work due partially to the expanded scope of work provided over the course of the project up to this time.
   During the course of the project, there were not enough funds to cover the accessibility coordination within the existing scope. These additional services provided needed to be allocated from funds originally dedicated to future phases of the project (Including the original Construction Administration Phase) to develop solutions and conceptual schemes to address the Accessibility constraints and obstructions of the existing facility above and beyond original scope of the Firing Range. It included coordination with City Building Department and Plan check to determine the final scope and extent of the ADA retrofits.

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B. **COMPENSATION**

The following are the proposed fees for each respective tasks followed by a grand total not to excced:

1. **ADA Assessment Report**
   $2,933 (Two Thousand Nine Hundred and Thirty-Three Dollars)

2. **A&E services for ADA retrofits:**
   $35,480 (Thirty-Five Thousand Four Hundred and Eighty Dollars)

3. **Supplemental Construction Administration:**
   $32,000 (Thirty-two Thousand Dollars)

GRAND TOTAL FOR ALL 3 TASKS: $70,413
(Seventy Thousand, Four Hundred and thirteen dollars)

Refer to attached Exhibits A, B, and C for additional details about each respective task.

Additional services outside the Scope of Work agreed upon shall not be performed without the authorization of the City. We have tailored our scope and subsequent fee proposal to accommodate the scope of work, realizing that there is latitude in both parameters to be discussed during the contract negotiation.

Sincerely,

Jack Panichapan, AIA, LEED AP, President, CEO
Gillis + Panichapan Architects, Inc.

EXHIBIT A:
ADA ASSESSMENT REPORT

architecture • interior • planning
Gillis + Panichapan Architects, Incorporated
2900 Bristol Street, Suite G-205 Costa Mesa, CA 92626 Tel 714.668.4260 Fax 714.668.4265 www.gparchitects.org

March 4, 2021

Seung Yang, P.E.
City Engineer
City of Costa Mesa
77 Fair Dr. Costa Mesa CA 92626

Subject: ***City of Costa Mesa Police Firing Range: ADA Report and Assessments***

Dear Seung,

The following work outlined is in response to potential ADA accessible code requirements by the City of Costa Mesa triggered by the proposed renovations for the new Firing Range located at the City's Police Headquarters at 99 Fair Drive. Based on building code requirements, the proposed renovation would require additional building and site improvements/ verification to meet current code requirements for accessibility per section 11B-202.1 of the CBC.

We will be coordinating with the Accessibility consultant to determine the potential of retrofits required by code, and help the City determine an accessibility retrofit scope for this project to fulfill Plan Check requirements for ADA accessibility.

A. SCOPE OF WORK SUMMARY

- Provide Report illustrating existing conditions that would need accessible code upgrades (see attached consultant proposal).

B. CONSULTANTS

We will plan to utilize the following consultants:

Accessibility Consultant
Casper Development Resources, Inc
5360 Jackson Drive, Suite 114 La Mesa, Ca 91942
619.741.1080

(Please refer to attached consultant proposal)

C. COMPENSATION

We propose to furnish these services not to exceed:

<u>$2,550 (Two Thousand Five Hundred and Fifty Dollars)</u> includes potential consultant reimbursable and expenses
+ 15% administrative coordination ($383)

$2,933 (Two Thousand Nine Hundred and Thirty-Three Dollars)

Please see attached consultant proposal. Additional services outside the Scope of Work agreed upon shall not be performed without the authorization of the City. We have tailored our scope and subsequent fee proposal to accommodate the scope of work, realizing that there is latitude in both parameters to be discussed during the contract negotiation.

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Sincerely,

Jack Panichapan, AIA, LEED AP, President, CEO
Gillis + Panichapan Architects, Inc.

Casper Development Resources
5360 Jackson Drive, Suite 114 | La Mesa, California | 91942

February 25, 2021

Vic Nguyen
Gillis + Panichapan Architects, Inc.
2900 Bristol Street, Suite G-205
Costa Mesa, CA 92626

Re: Agreement for Consulting Services

This letter agreement ("Agreement") is made and entered into as of the date indicated above by and between **Casper Development Resources, Inc**, a California corporation ("Consultant") and **Gillis + Panichapan Architects, Inc.** ("Client") with reference to the following:

A. Consultant is in the business of providing accessibility studies based upon the application of the Americans with Disabilities Act of 1990 (the "ADA") and other laws, regulation and codes connected with the rights of the disabled (collectively, "Disabled Access Laws").

B. The Client desires to retain Consultant's services, as an independent contractor, to provide disabled access compliance survey services.

1. ENGAGEMENT
Client hereby engages Consultant, as an independent contractor, to perform the services set forth and described in Exhibit "A" attached hereto (the "Services"). Consultant shall not be obligated to provide any services other than those specifically set forth in Exhibit "A" unless expressly agreed to in writing by both parties.

2. TERM
This Agreement shall become effective as of the date hereof and continue in full force and effect until all of the respective duties and obligations of the parties hereto have been satisfied in full.

3. COMPENSATION
As full and complete compensation for the Services performed hereunder and set forth in Sections A.1 and A.2 of Exhibit "A", or for any work in addition to that specified in Sections A.1 and A.2 of Exhibit "A", Consultant shall be paid its hourly rates and charges as set forth in Exhibit "B".

4. DOCUMENTS
All reports and writings produced by the Consultant for Client pursuant to this Agreement (collectively "Documents") are considered tools of service and Consultant shall be deemed to retain and hold all right, title and interest, in and to any and all Documents. Client shall be entitled to own a copy of each Document and shall have a non-exclusive license to

use, copy and reproduce any and all Documents for its own benefit, but for no other purpose without Consultant's prior written consent.

5. CONFIDENTIALITY

In the course of Consultant's provision of the Services, Consultant agrees to keep confidential and not disclose to any person or entity (other than Consultant's principals, agents, employees and subcontractors necessary for the intended purposes of this Agreement), without prior consent of Client, all data or information, not previously known to and generated by Consultant or furnished to Consultant by Client. The foregoing sentence shall not apply to information that (a) was in Consultant's possession before receipt from Client, (b) is or was already in the public domain, (c) is rightfully received by Consultant from a third party, or (d) is disclosed by Consultant with Client's prior approval. Further, nothing contained herein shall restrict Consultant from complying with an order or a subpoena to produce or supply data and/or information.

6. LIMIT OF LIABILITY

The parties acknowledge and agree that the ADA is a relatively new and complex law and that it contains many concepts, interpretation and terms of art, many of which have yet to be tested by actual experience or judicial decision and which are subject to change by legislative, regulatory or judicial action. Although Consultant shall use its best efforts to provide the most comprehensive analysis for the client concerning the ADA issues presented, it is impossible to guarantee that Consultant will locate every barrier to individuals with disabilities. In no event shall Consultant's liability to Client exceed the total amount paid to Consultant under this Agreement.

7. TERMINATION

This Agreement may be terminated by either party at any time with written notice. If the Agreement is terminated prior to the completion of the Services described in Exhibit A, Consultant shall be paid for the percentage of Services performed prior to receiving the notice of termination.

8. MISCELLANEOUS PROVISIONS

A. This Agreement and its Exhibits, contain the entire agreement of the parties hereto in relation to the subject matter hereof and supersedes all other agreements, both written and oral, between the parties. Any modification to this Agreement must be in writing and signed by both parties.

B. This Agreement shall be deemed to be governed by California law applicable to contracts which are made, entered into and performed entirely with the State of California.

C. If any arbitration or action at law or equity is brought to enforce the terms hereof, the prevailing party shall, in addition to any other award or relief ordered by the court or arbitrator, be entitled to an award of costs and attorney's fees.

D. Unless the parties mutually agree otherwise, all claims, disputes and other matters in question between the parties to this Agreement which arise out of or are related to this Agreement or the interpretation or breach hereof, shall be decided by a single arbitrator in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association. All arbitration hearings shall be conducted in San Diego, California, unless the parties mutually agree otherwise.

Notice of a demand to arbitrate shall be filed, in writing, with the other party and the American Arbitration Association. The demand shall be made in a reasonable time after the claim, dispute or other matter has arisen. In no event shall the demand for arbitration be made later than the date when the institution of legal or equitable proceedings based upon claim, dispute, or other matter would be banned by the applicable statute of limitations.

The award rendered by the arbitrator in any arbitration shall be final and binding and judgment may be entered upon it in accordance with applicable law in any court having jurisdiction thereof.

E. Any notice or invoice given or sent under this Agreement shall be deemed to have been received when sent by facsimile or three (3) business days after it has been deposited in the United States Mail, first class, postage prepaid and addressed to the last known address of the party in question.

F. No contract or obligation shall exist between Consultant and Client unless and until this Agreement has been executed by Consultant.

G. This Agreement may be executed in multiple counterparts by the parties hereto. All counterparts so executed shall constitute one agreement binding upon all parties, notwithstanding that all parties are not signatories to the original or the same counterpart. Each counterpart shall be deemed an original to this Agreement, all of which shall constitute one agreement to be valid as of the date of this Agreement. Documents executed, scanned and transmitted electronically and electronic signatures shall be deemed original signatures for purposes of this Agreement and all matters related thereto, with such scanned and electronic signatures having the same legal effect as original signatures.

IN WITNESS WHEREOF, the parties hereto into this Agreement as of the date and year first set forth above.

"CONSULTANT"	"CLIENT"
Casper Development Resources, Inc. A California Corporation	Gillis + Panichapan Architects, Inc.
Neal Casper	
By_____ Neal Casper, President (CASp-020)	By_____

EXHIBIT A - DESCRIPTION OF SERVICES

A. SERVICES

A.1 SITE EVALUATION SURVEY

Consultant shall conduct a Facility Inspection ("Inspection") of the facility(s) listed in Exhibit "A-1" (the "Facility"). The portion of each facility included in the Inspection is limited to those areas identified in "Exhibit A-1" and as further limited by the following.

The Inspection shall, unless otherwise excepted herein, compare elements with: (i) the current new building construction requirements of the Americans with Disabilities Act Accessibility Standards (the "ADAS") and (ii) the current new building provisions of the California Building Code that exclusively and unambiguously address disabled access issues (the "CBC").

Consultant shall only examine those features that are: (1) required to be evaluated hereunder and (2) specifically and unambiguously required to be accessible pursuant to the ADAS and CBC as Consultant understands these obligations.

Consultant shall not be responsible for any analysis in connection with fire alarms or any other alarm system or the operating condition of any telephones, assistive listening system or any other electronic device of any nature whatsoever. Consultant shall not be responsible for examining any feature or facility outside the boundary of a Facility, including without limitation, any feature in any public right-of-way. Consultant shall not be responsible to analyze any policy or procedures.

Though Consultant shall use its reasonable best efforts to locate and evaluate features required to be accessible under the ADAS and CBC, Consultant and Client agree that an occasional and/or immaterial failure to identify and/or evaluate any particular subject feature will not be deemed to be a breach of Consultant's duties hereunder.

A.2 REPORT - (NON-CRASCA)

Consultant shall memorialize the findings of the SES in a written standardized report ("Report").

The report is not intended to conform to the requirements of the Construction-Related Accessibility Standards Compliance Act (CRASCA, CA Civil Code 55.51–55.545).

The Report shall identify elements which do not conform to the new construction related ADAS or CBC requirement. Consultant shall include a color digital photograph of each element identified as non-conforming.

In the event that any specific area, feature or item (or portion thereof) does not reflect the relevant requirements of ADAS or CBC/DA, Consultant shall attempt to make a simple and general "recommendation." Each recommendation comes from a standard list or possible recommendations for features similar to the feature being evaluated. The recommendation is derived from a basic cursory examination of each subject feature and

represents only one possible physical solution to bring the subject feature into comparative compliance with ADAS and CBC/DA New Construction standards.

Consultant shall deliver one electronic copy of each Report to Client in Adobe PDF format.

B. EXCLUSIONS

Consultant shall not be obligated to provide any services other than those set forth in Section A.1 and A.2, above, including, without limitation, the following:

a. Services related to the portions of the ADA dealing with employment policies, transportation issues and telecommunications.
b. Analysis of the requirement of Section 504 of the Rehabilitation Act of 1973.
c. Analysis of concealed or unknown conditions or characteristics of any facility or performance of destructive testing of any sort or nature.
d. Analysis of survey of any facility's compliance with applicable codes and standards (excluding Disabled Access Laws) including, but not limited to building, health, zoning, seismic and life safety codes.
e. Design or construction work of any nature whatsoever.
f. Any research or analysis of the permit history or construction dates of any building or facility.

C. CLIENT DUTIES REGARDING SITE EVALUATION

Client shall provide the following:

a) Client shall provide Consultant with the right to enter from time to time, property owned by the Client and/or others so Consultant may perform the Services.

D. SCHEDULE

Consultant shall perform the services outlined in A.1 & A.2 (Inspection and Report) within thirty (30) days of receiving a fully executed contract.

Consultant shall perform the services outlined in A.3 (Review of Phasing Schedule) within fourteen (14) days of receiving the schedule from Client.

E. MISCELLANEOUS

All services shall be performed by a minimum of one of the following persons:

Neal Casper
CASp-020
Expiration 9/29/2020

EXHIBIT "B" - FEE FOR SERVICES

Consultant and Client agree that Consultant shall charge a fee (the "Fee") of **$2,400.00** or the provision of Services set forth in Sections A.1, A.2 and A.3 of Exhibit "A".

Travel Expenses (estimated at $105.00)

If Consultant utilizes their automobiles in the provision of services, mileage shall be charged at the published IRS mileage rate (currently $0.56 per mile).

Miscellaneous

Client understands and affirms that this Agreement is between Client and Consultant only and payment to Consultant by Client is not dependent upon Client's reimbursement of Consultant's fees, costs and expenses by any third parties whatsoever.

Unless otherwise agreed in writing, all fees and costs shall be due and payable within thirty (30) days of the date upon which they are invoiced to Client. Any sums not paid when due and payable shall accrue interest at a rate of 15% per annum until paid in full.

ADDITIONAL SERVICES

Additional services, should they be requested, including consulting time connected with Consultant's finding, shall be billed in accordance with Exhibit C - Standard Rates.

EXHIBIT "C" - STANDARD RATES

Principal Consultant/Expert Rates

Document or Plan Review (2hr minimum):	$250 per hour
Research, Investigation or Consulting (4hr minimum):	$250 per hour
Deposition or Sworn Testimony:	$375 per hour

Associate or Administrative Rates

Document or Plan Review (Associate):	$150 per hour
Research, Investigation or Consulting (Associate):	$150 per hour
Technical / Clerical or Administrative:	$100 per hour

Consultant's hourly rates shall be billed in ¼ hour increments.

Travel Time

Consultant shall be entitled to compensation for Travel Time while away from his office. Travel Time will be charged to Client at Consultant's regular hourly rate from the time of departure from Consultant's office until the time of return (portal to portal).

Expenses – Travel-Related & Other

Client shall reimburse Consultant for all reasonable costs (including, without limitation, photocopying, parking, travel expenses, overnight delivery charges, messenger service and printing) in an amount equal to said costs plus a markup of 10%.

Travel Expenses include, but are not limited to:

1.	Parking	Garages, tolls & airport
2.	Airfare	Flights 0-2 hours - Refundable Coach
		Flights 2-4 hours – Refundable Coach Plus & Wifi
		Flights 4+ hours – First Class & Wifi
		(Time based on total duration for day's flight(s))
3.	Hotel	Business class
4.	Meals	Breakfast / Lunch / Dinner
5.	Car Rental	Intermediate class

Expenses – Use of Personal Vehicles

In the event that Consultant or staff utilizes their automobiles in connection with the provision of Services, mileage shall be charged at the standard mileage rate published by the IRS from time to time (currently $0.56 per mile).

Terms

Unless otherwise agreed in writing, all fees and costs shall be due and payable within thirty (30) days of the date upon which they are invoiced to Client. Any sums not paid when due and payable shall accrue interest at a rate of 15% per annum until paid in full.

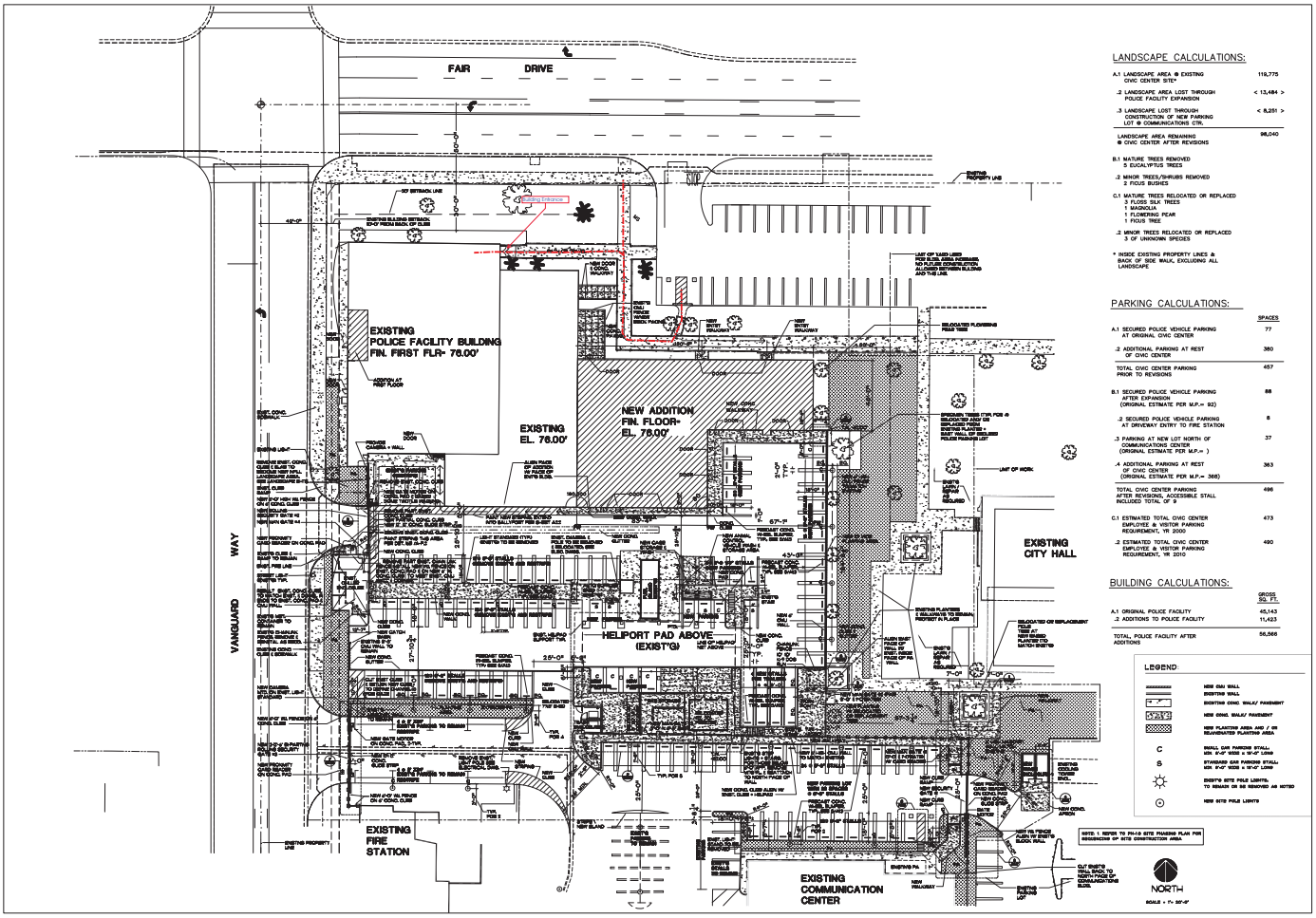
Client understands and affirms that this Agreement is between Client and Consultant only and payment to Consultant by Client is not dependent upon Client's reimbursement of Consultant's fees, costs and expenses by any third parties whatsoever.

EXHIBIT A-1 – FACILITIES

Costa Mesa Police Facility
99 Fair Drive
Costa Mesa, CA

Inspection limited to the path of travel serving the basement shooting range as marked on the attached plans (dotted red line) including:

1. Accessible parking near the building entrance
2. Accessible route between city sidewalk, accessible parking and the facility entrance
3. Route from facility entrance to the basement (elevator / stairs / hallways)
4. Basement toilet and shower rooms



LANDSCAPE CALCULATIONS:

A.1 LANDSCAPE AREA @ EXISTING CIVIC CENTER SITE*	119,775
.2 LANDSCAPE AREA LOST THROUGH POLICE FACILITY EXPANSION	< 13,484 >
.3 LANDSCAPE LOST THROUGH CONSTRUCTION OF NEW PARKING LOT @ COMMUNICATIONS CTR.	< 8,251 >
LANDSCAPE AREA REMAINING @ CIVIC CENTER AFTER REVISIONS	98,040

B.1 MATURE TREES REMOVED
5 EUCALYPTUS TREES

.2 MINOR TREES/SHRUBS REMOVED
2 FICUS BUSHES

C.1 MATURE TREES RELOCATED OR REPLACED
3 FLOSS SILK TREES
1 MAGNOLIA
1 FLOWERING PEAR
1 FICUS TREE

.2 MINOR TREES RELOCATED OR REPLACED
3 OF UNKNOWN SPECIES

* INSIDE EXISTING PROPERTY LINES & BACK OF SIDE WALK, EXCLUDING ALL LANDSCAPE

PARKING CALCULATIONS:

	SPACES
A.1 SECURED POLICE VEHICLE PARKING AT ORIGINAL CIVIC CENTER	77
.2 ADDITIONAL PARKING AT REST OF CIVIC CENTER	380
TOTAL CIVIC CENTER PARKING PRIOR TO REVISIONS	457
B.1 SECURED POLICE VEHICLE PARKING AFTER EXPANSION (ORIGINAL ESTIMATE PER M.P.= 92)	88
.2 SECURED POLICE VEHICLE PARKING AT DRIVEWAY ENTRY TO FIRE STATION	8
.3 PARKING AT NEW LOT NORTH OF COMMUNICATIONS CENTER (ORIGINAL ESTIMATE PER M.P.=)	37
.4 ADDITIONAL PARKING AT REST OF CIVIC CENTER (ORIGINAL ESTIMATE PER M.P.= 368)	363
TOTAL CIVIC CENTER PARKING AFTER REVISIONS, ACCESSIBLE STALL INCLUDED TOTAL OF 9	498
C.1 ESTIMATED TOTAL CIVIC CENTER EMPLOYEE & VISITOR PARKING REQUIREMENT, YR 2000	473
.2 ESTIMATED TOTAL CIVIC CENTER EMPLOYEE & VISITOR PARKING REQUIREMENT, YR 2010	490

BUILDING CALCULATIONS:

	GROSS SQ. FT.
A.1 ORIGINAL POLICE FACILITY	45,143
.2 ADDITIONS TO POLICE FACILITY	11,423
TOTAL POLICE FACILITY AFTER ADDITIONS	56,566

LEGEND:

- NEW CMU WALL
- EXISTING WALL
- EXISTING CONC. BALAY PAVEMENT
- NEW CONC. BALAY PAVEMENT
- NEW PLANTING AREA AND / OR REJUVENATED PLANTING AREA
- C — SMALL CAR PARKING STALL: MIN 8'-0" WIDE x 16'-0" LONG
- S — STANDARD CAR PARKING STALL: MIN 9'-0" WIDE x 19'-0" LONG
- EXISTS SITE POLE LIGHTS. TO REMAIN OR BE REMOVED AS NOTED
- NEW SITE POLE LIGHTS

NOTE: 1. REFER TO PH-1.0 SITE PHASING PLAN FOR SEQUENCING OF SITE CONSTRUCTION AREA

MEYER & ALLEN ASSOCIATES

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APPROVED BY

M.E. ENGINEERS, INC.
CONSULTING ENGINEERS
10110 JEFFERSON BOULEVARD
CULVER CITY, CA 90232
tel (310) 842-8700
fax (310) 842-7780

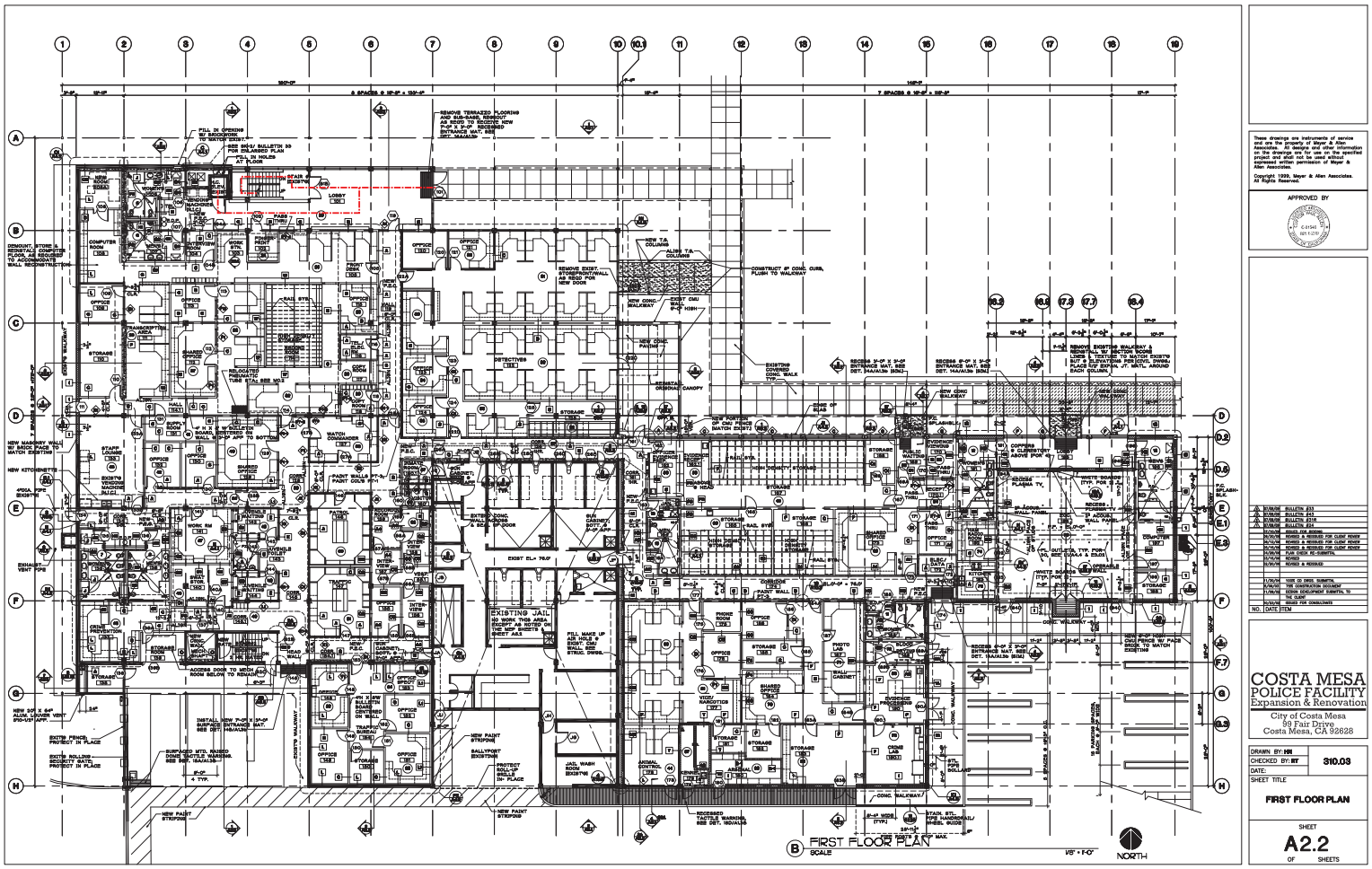
NO.	DATE	ITEM
01	01/31/00	REVISED TO SPACE CHANGES FOR PLAN CHECK
02	01/31/00	Issued for Construction
03	01/31/00	Issued for Bidding/Permit
04	01/31/00	Issued for Bidding/Permit
05	01/31/00	Addendum #1 Issued Revisions/ Changes
06	01/31/00	Addendum #2 Issued Plan Check Corrections
07	01/31/00	Addendum #3 and Issued Responses/Changes
08	01/31/00	Addendum #4 Issued for Client Review
09	01/31/00	Issued for Bidding
10	01/31/00	Addendum #5 and responses for Plan Check

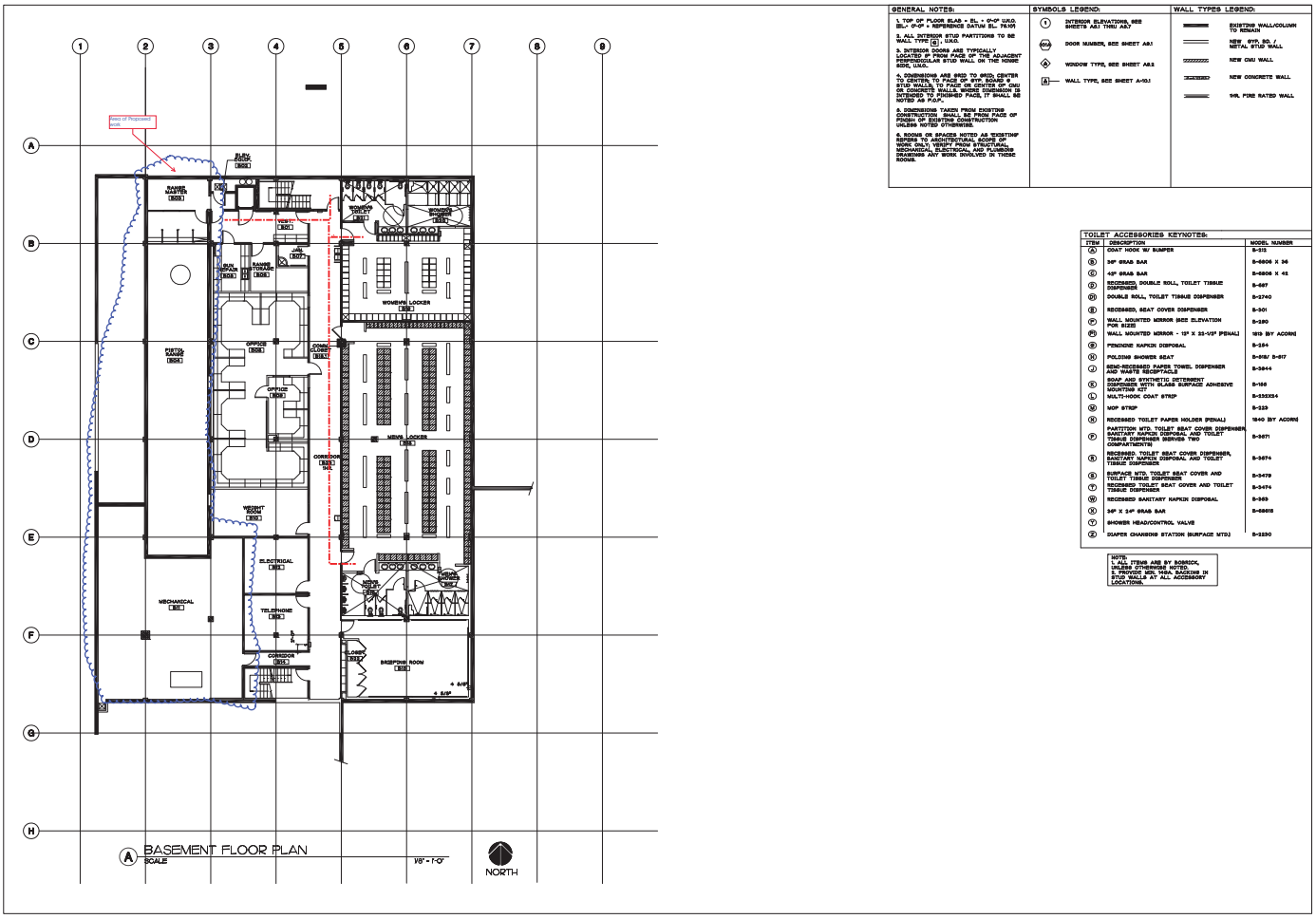
COSTA MESA
POLICE FACILITY
Expansion & Renovation

City of Costa Mesa
99 Fair Drive
Costa Mesa, CA 92628

DRAWN BY:
CHECKED BY: 310.03
DATE:
SHEET TITLE
SITE PLAN

SHEET
A1.1
OF SHEETS


FIRST FLOOR PLAN
SCALE 1/8" = 1'-0"
NORTH
COSTA MESA
POLICE FACILITY
Expansion & Renovation
City of Costa Mesa
99 Fair Drive
Costa Mesa, CA 92628
DRAWN BY: HN
CHECKED BY: BY
310.03
SHEET TITLE
FIRST FLOOR PLAN
SHEET
A2.2
OF SHEETS
APPROVED BY
These drawings are instruments of service and are the property of Meyer & Allen Associates. Reproduction of information on the drawings are for use on the specified project and shall not be used without expressed written permission of Meyer & Allen Associates.
Copyright 1999, Meyer & Allen Associates. All Rights Reserved.
NO. DATE ITEM
EXISTING JAIL



A BASEMENT FLOOR PLAN
SCALE 1/8" = 1'-0"

NORTH

GENERAL NOTES:

1. TOP OF FLOOR SLAB = EL. = 0'-0" U.N.O. EL.= 0'-0" = REFERENCE DATUM EL. 76.10'

2. ALL INTERIOR STUD PARTITIONS TO BE WALL TYPE [A] : U.N.O.

3. INTERIOR DOORS ARE TYPICALLY LOCATED 4" FROM FACE OF THE ADJACENT PERPENDICULAR STUD WALL ON THE HINGE SIDE, U.N.O.

4. DIMENSIONS ARE GIVEN TO GRID, CENTER OF STRUCTURAL COLUMN, FACE OF STUD, FACE OF CONCRETE WALL, OR FACE OF CMU. AT CONCRETE WALLS, WHERE DIMENSION IS INTENDED TO FINISHED FACE, IT SHALL BE NOTED AS F.O.F..

5. DIMENSIONS TAKEN FROM EXISTING CONSTRUCTION SHALL BE FROM FACE OF FINISH OF EXISTING CONSTRUCTION UNLESS NOTED OTHERWISE.

6. ROOMS OR SPACES NOTED AS 'EXISTING' REFERS TO ARCHITECTURAL SCOPE OF WORK ONLY. SEE SHEETS FOR ADDITIONAL MECHANICAL, ELECTRICAL, AND PLUMBING DRAWINGS ANY WORK INVOLVED IN THESE ROOMS.

SYMBOLS LEGEND:

- (1) INTERIOR ELEVATIONS, SEE SHEETS A5.1 THRU A5.7
- 101 DOOR NUMBER, SEE SHEET A5.1
- W1 WINDOW TYPE, SEE SHEET A5.2
- A WALL TYPE, SEE SHEET A-10.1

WALL TYPES LEGEND:

- EXISTING WALL/COLUMN TO REMAIN
- NEW 6"P. SO. / METAL STUD WALL
- NEW CMU WALL
- NEW CONCRETE WALL
- 1HR. FIRE RATED WALL

TOILET ACCESSORIES KEYNOTES:

ITEM	DESCRIPTION	MODEL NUMBER
A	COAT HOOK W/ BUMPER	B-212
B	36" GRAB BAR	B-6806 X 36
C	42" GRAB BAR	B-6806 X 42
D	RECESSED, DOUBLE ROLL, TOILET TISSUE DISPENSER	B-697
E	DOUBLE ROLL TOILET TISSUE DISPENSER	B-2740
F	RECESSED, SEAT COVER DISPENSER	B-301
P	WALL MOUNTED MIRROR (SEE ELEVATION FOR SIZE)	B-290
P1	WALL MOUNTED MIRROR - 12" X 22-1/2" (FEMAL)	1812 BY ACORN
G	FEMININE NAPKIN DISPOSAL	B-254
H	FOLDING SHOWER SEAT	B-518/ B-517
J	SEMI-RECESSED PAPER TOWEL DISPENSER AND WASTE RECEPTACLE	B-3944
K	SOAP AND SYNTHETIC DETERGENT DISPENSER WITH BLADE SURFACE ADHESIVE MOUNTING KIT	B-158
L	MULTI-HOOK COAT STRIP	B-5303X34
M	MOP STRIP	B-223
N	RECESSED TOILET PAPER HOLDER (FEMAL)	1840 (BY ACORN)
P	PARTITION MTD. TOILET SEAT COVER DISPENSER, SANITARY NAPKIN DISPOSAL AND TOILET TISSUE DISPENSER SERVES TWO COMPARTMENTS	B-3671
R	RECESSED. TOILET SEAT COVER DISPENSER, SANITARY NAPKIN DISPOSAL AND TOILET TISSUE DISPENSER	B-3674
S	SURFACE MTD. TOILET SEAT COVER AND TOILET TISSUE DISPENSER	B-3479
T	RECESSED TOILET SEAT COVER AND TOILET TISSUE DISPENSER	B-3474
W	RECESSED SANITARY NAPKIN DISPOSAL	B-369
X	36" X 24" GRAB BAR	B-6806
Y	SHOWER HEAD/CONTROL VALVE	
Z	DIAPER CHANGING STATION (SURFACE MTD.)	B-2230

NOTE:
1. ALL ITEMS ARE BY BOBRICK, UNLESS OTHERWISE NOTED.
2. PROVIDE ADD. WOOD BACKING IN STUD WALLS AT ALL ACCESSORY LOCATIONS.

MYER & ALLEN ASSOCIATES
ARCHITECTURE
PLANNING

These drawings are instruments of service and are the property of Meyer & Allen Associates. All designs and other information on the drawings are for use on the specified project and shall not be used without written consent and permission of Meyer & Allen Associates.

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APPROVED BY

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CONSULTING ENGINEERS
10113 JEFFERSON BOULEVARD
CULVER CITY, CA 90232
tel (310) 842-0700
fax (310) 842-7750

NO.	DATE	ITEM
	10/16/98	Issued For Construction
	11/16/98	Issued For Bidding
	12/16/98	Issued as part of Bidding Issued Changes
	1/19/99	Issued as part of Bidding Issued Corrections
	2/26/99	Issued as part of Cover Bidding Issued Changes
	4/13/99	Issued and Terminated for Cover Bidding
	10/18/99	Issued and Terminated for Client Review
	10/19/99	Issued for Client Review
	10/20/99	Issued for Client Review
	11/15/99	Issued for Bidding Issued Changes for Plan Check

COSTA MESA
POLICE FACILITY
Expansion & Renovation

City of Costa Mesa
99 Fair Drive
Costa Mesa, CA 92628

DRAWN BY:
CHECKED BY:
DATE:
310.03

SHEET TITLE
BASEMENT FLOOR PLAN

SHEET
A2.1
OF SHEETS

EXHIBIT B:
A&E SERVICES FOR ADA RETROFITS

architecture • interior • planning
Gillis + Panichapan Architects, Incorporated
2900 Bristol Street, Suite G-205 Costa Mesa, CA 92626 Tel 714.668.4260 Fax 714.668.4265 www.gparchitects.org

May 26, 2021

Seung Yang, P.E.
City Engineer
City of Costa Mesa
77 Fair Dr. Costa Mesa CA 92626

Subject: ***City of Costa Mesa Police Firing Range: A&E Services for ADA Improvements***

Dear Seung,

The following proposal is for providing A&E services to the selected retrofits from the ADA report that has been completed in response to the proposed renovations for the new Firing Range located at the City's Police Headquarters at 99 Fair Drive.

We understand that this project would involve an architectural, structural, and mechanical engineering scope of design improvements, planning review/ entitlement, design development, and construction support for these additional accessibility retrofits.

This proposal includes the following:

- Detailed Cost Proposal for A&E Services
- Statement of Probable Construction Costs based on respective itemized ADA Retrofits (For reference)

B. COMPENSATION

We propose to furnish these services not to exceed:

$35,480 (Thirty-Five Thousand Four Hundred and Eighty Dollars)

Additional services outside the Scope of Work agreed upon shall not be performed without the authorization of the City. We have tailored our scope and subsequent fee proposal to accommodate the scope of work, realizing that there is latitude in both parameters to be discussed during the contract negotiation.

Sincerely,

Jack Panichapan, AIA, LEED AP, President, CEO
Gillis + Panichapan Architects, Inc.

EXHIBIT B: A&E SERVICES FOR ADA RETROFITS

FEE EXHIBIT

Gillis + Panichapan Architects, Inc.

City of Costa Mesa

Police Firing Range Facility Upgrade Project - ADA Upgrade (Additional Services)

5/24/2021

		ARCHITECT					ARCHITECT
		Principal	Project Dir.	Project Arch	Job Captain	Designer	
A	**Task A: Phase 1: Design Development Phase**						
c	**Survey site and verify record drawings** with existing site conditions. Document existing site conditions. Identify opportunities and constraints for proposed improvements.			2	2	2	$620
d	**Develop As-built** File of the field verified record drawings of the Firing Range.		1	2	4	4	$1,125
e	**Prepare Conceptual Design, product specifications, and preliminary ROM** cost estimates including the design and cost.	2	1	8	8	8	$3,005
f	**Meet with City staff and others to obtain input and revise** the Conceptual Design and cost estimates as necessary to receive City's approval.	2	1	2	2	8	$1,625
g	**Prepare exhibits of the revised Conceptual Design** and cost estimate.			1	1	2	$390
h	**Project Management:** review design and documented scope and extent of design is confirmed moving forward.		4	4			$1,160
	TASK A TOTAL	4	7	19	17	24	**$7,925**
B	**Task B: Phase 2: Construction Documents Phase and Plan Check Support**						
a	**70-Percent CDs:** Development of 60-percent Demo, Architectural, Mech, and Electrical, Prepare preliminary technical specifications. Provide coordination with Electrical design development. Include technical specifications defining the overall project and design criteria for Firing Range Space	3	2	16	24	24	$7,225
c	**100-Percent CDs:** Final comments will be incorporated from the design review meeting and plan check to complete the final drawing and specifications.	2	2	2	8	8	$2,350
d	**Project Management-**coordinate City Requirements with engineer sub-consultants		2	3			$715
	TASK B TOTAL:	5	6	21	32	32	**$10,290**
C	**Task C- Phase 3: Construction Support Services**						
a	**Bid Phase Services**: Attend the pre-bid meeting. Provide technical support at the pre-bid meeting. Prepare addenda in response to requests for information (RFIs) and requests for clarification (RFCs). prepare a conformed set of contract documents that incorporate all addenda and revisions to the contract documents.	1	2	4	4	4	$1,735
b	**Engineering Services During Construction:**review and guide the progress and direction of construction documents including RFI response, GPa will review Shop Drawings, Product Data, Samples and similar submittals to verify conformity with the information by the original contract documents Includes CALGreen Comissioning.	4	8	12	20	12	$6,460
c	**Site Visits During Construction:** provide meeting on-site (Up to 4 meetings w architect)	8		8			$2,560
d	**Project Close-Out:** Participate in final walk through of the site. Assist in the development of Project punch list.	1	1	8	8		$2,180
e	**Project Management-**Coordination and administration		2	2			$580
	Task C Total	14	13	34	32	16	**$11,780**
	Hours:	23	26	74	81	72	**$29,995**
	Total Hours	276					**SUB-TOTAL**
	Hourly Rates:	$185	$155	$135	$95	$80	

	$29,995 **Architecture**
Structural Engineer Allowance	**$1,200**
MEP Engineer Allowance	**$4,000**
Reimbursibles*	**$285**
Architecture and Engineering Total (Task A-D)	**$35,480**

***Reimbursibles:** Covers costs for specialty printing, delivery fees, and travel. City Business License fees (if required for the entire A&E Team) This reimbursable allowance covers fees beyond general B&W printing fees on standard ledger or tabloid size paper. Government fees, delivery costs (such as United Parcel Service charges), and the costs of special sized prints/ reproductions are not included in our fee. These items are "reimbursable" items and will be shown separately on our invoice with a 10% coordination fee.

NOTE on Plan Check Fees: Reimbursibles and fees shown here do not include Building Department or Plan check Submittal Fees, or any other 3rd party fees not indicated in this scope. Scope of Entitlement does not include design of potential accessible upgrades that may be required for the overall building and site outside the immediate project.

City of Costa Mesa
Costa Mesa P.D. - Shooting Range Upgrade (ADA)
Statement of Probable Cost
Date: 05/24/2021

OPTION 1 - Summary
DRAFT

Element		Quantity	Unit	Unit Cost	Total
01	General Conditions (incl. below)				
02	Parking/Site (exterior):				$3,500.00
03	Building (interior):				$8,300.00
04	Elevator:				$60,500.00
05	Stairs:				$11,400.00
06	Women's Lockers/Toilet				$58,050.00
07	Men's Lockers/Toilet				$65,925.00
	Subtotal				$207,675
	Subtotal				$207,675
	General Conditions		10.0%		$20,768
	Subtotal				$228,443
	Overhead & Profit		10.0%		$22,844
	Subtotal				$251,287
	Bonds & Insurance		2.5%		$6,282.17
	Subtotal				$257,569
	Design Contigency		10%		$25,757
	Subtotal				$283,326
	Construction Contigency		10%		$28,333
	TOTAL ESTIMATE				**$311,658**

City of Costa Mesa
Costa Mesa P.D. - Shooting Range Upgrade (ADA)
Statement of Probable Cost
Date: 05/24/2021

Detail
DRAFT

Element	Quantity	Unit	Unit Cost	Total
01 General Conditions (incl. below)				
02 Parking/Site (exterior):				
New/Replaced Parking signage (Driveway entrance)	1	LS	$300.00	$300.00
New accessible stall paint marking	1	LS	$1,000.00	$1,000.00
Grind A.C. and Concrete to be flush at path of travel (1/4" +/-)	1	LS	$800.00	$800.00
New accessible stall paint marking (International symbol)	1	LS	$600.00	$600.00
New/Replaced Parking signage (Stall identification)	1	LS	$800.00	$800.00
Sub-total				$3,500.00
03 Building (interior):				
Replace protruding object in path of travel (4" max.)	1	LS	$600.00	$600.00
B01 Entrance: Provide Lever type door hardware	1	ea	$800.00	$800.00
B01 Entrance: Remove existing kick-down door stop. Provide overhead door stop (if allowed by Wall/Door rating)	1	LS	$900.00	$900.00
B01: Entrance: Adjust or replace door closer	1	ea	$800.00	$800.00
B01: relocate cabinet to provide 60" clear.	1	LS	$500.00	$500.00
B01: relocate Room Signage	1	LS	$800.00	$800.00
B03: Door: Remove kick-down door stop. Provide overhead door stop (if allowed by Wall/Door rating)	1	LS	$900.00	$900.00
B03: relocate Room Signage	1	LS	$800.00	$800.00
Signage: Provide tactile Braille "EXIT" signage.	1	ea	$250.00	$250.00
Signage: Stairs: Provide tactile Braille signage "EXIT STAIR DOWN,UP".	1	ea	$250.00	$250.00
Signage: Provide tactile Braille "EXIT ROUTE" signage (Stair 1 and at room B01)	2	ea	$250.00	$500.00
Drinking Fountain: Basement: relocate adjacent railings	1	LS	$1,200.00	$1,200.00
				$0.00
Sub-total				$8,300.00
04 Elevator:				
Call Buttons: replace or provide additional buttons at wall (lighted/ registered)	2	ea	$1,500.00	$3,000.00
Call Signal: provide lighted signal (wall mounted -high)	2	ea	$1,500.00	$3,000.00
Signage: Braille floor level signs (each floor)	2	ea	$250.00	$500.00
Elevator doors: install auto-operators for doors.	2	ea	$20,000.00	$40,000.00
Elevator Car: Options for elevator finishes/materials for options to widen cab.	1	LS	$4,000.00	$4,000.00
Elevator Car control buttons: Replace as required to comply	1	LS	$8,000.00	$8,000.00
Elevator Limited Type certification	1	LS	$2,000.00	$2,000.00
Sub-total				$60,500.00
05 Stairs:				
Provide signage (Braille floor level) at each floor level landing/door	2	ea	$250.00	$500.00

City of Costa Mesa
Costa Mesa P.D. - Shooting Range Upgrade (ADA)
Statement of Probable Cost
Date: 05/24/2021

Detail
DRAFT

Element	Quantity	Unit	Unit Cost	Total
Provide/replace outside handrail at middle landings.	60	LF	$165.00	$9,900.00
Provide guard rail at underside of Stairs	1	ea	$1,000.00	$1,000.00
Sub-total				$11,400.00
06 Women's Lockers/Toilet				
Signage: Replace braille signage at wall. Relocate sign at door	1	ea	$250.00	$250.00
B19: Remove kick-down hold open	1	ea	$300.00	$300.00
B19: Adjust or replace door closer	1	ea	$900.00	$900.00
B19: Door clearance: provide and install low energy door operatc	1	ea	$16,000.00	$16,000.00
B19: Remove or relocate protrusion at wall or provide detectable barrier below item	1	ea	$900.00	$900.00
Signage: relocate room signage	1	ea	$800.00	$800.00
B20: Install ADA Circle symbol on door	1	ea	$250.00	$250.00
B20: Remove kick-down hold open	1	ea	$300.00	$300.00
B20: Adjust or replace door closer	1	ea	$900.00	$900.00
Accessible toilet partition: replace partition door hardware with self-closing device	1	LS	$3,000.00	$3,000.00
Accessible toilet stall clearance: replace adjacent sink to provide 60" clear	1	LS	$8,000.00	$8,000.00
Accessible toilet stall clearance: reconfigure stall door providing 4" max. jamb	1	ea	$1,000.00	$1,000.00
Accessible toilet stall door: install additional door pull 34" to 44" high	1	ea	$1,000.00	$1,000.00
Accessible toilet stall: relocate/adjust grab bars	1	LS	$1,500.00	$1,500.00
Accessible toilet stall: install/relocate toilet tissue dispenser rolls	1	LS	$1,500.00	$1,500.00
Accessible toilet stall: install/relocate toilet seat cover dispenser rolls	1	LS	$1,500.00	$1,500.00
Accessible toilet stall: install/relocate disposal unit	1	LS	$1,500.00	$1,500.00
B21: Door signage: Install ADA Circle symbol on door	1	ea	$250.00	$250.00
B21: Shower stall: replace diverter controls and relocated Water valve controls and Hand held spray unit	1	LS	$6,000.00	$6,000.00
B21: Shower stall: cut back plastic partition	1	LS	$800.00	$800.00
B21: Shower stall: replace floor tile and provide max. slope of 2.08%	1	LS	$8,000.00	$8,000.00
B21: Threshold: replace door threshold	1	ea	$500.00	$500.00
B21: Floor Drain. Retile floor and reset floor drain	1	LS	$2,000.00	$2,000.00
B21: Sink drains: provide insulated pipes	1	ea	$250.00	$250.00
Sink, Label Accessible sink in one room	1	ea	$250.00	$250.00
B21: Sink, Replace soap dispenser	1	ea	$400.00	$400.00
Sub-total				$58,050.00

City of Costa Mesa
Costa Mesa P.D. - Shooting Range Upgrade (ADA)
Statement of Probable Cost
Date: 05/24/2021

Detail
DRAFT

Element	Quantity	Unit	Unit Cost	Total
07 Men's Lockers/Toilet				
Signage: Replace braille signage at wall. Relocate sign at door	575	sf	$35.00	$20,125.00
B18: Remove kick-down hold open	575	sf	$12.00	$6,900.00
B18: Adjust or replace door closer	575	sf	$20.00	$11,500.00
B18: Recess fire extinguisher (4" maximum protrusion)	1	ea	$1,200.00	$1,200.00
Signage: Relocate braille signage	1	ea	$800.00	$800.00
B16: Replace door signage	1	ea	$250.00	$250.00
Door to B16: Remove kick-down hold open	1	ea	$300.00	$300.00
Door to B16: Adjust or replace door closer	1	ea	$900.00	$900.00
Urinal: Relocate/replace paper towel combo	1	ea	$400.00	$400.00
Accessible toilet partition: replace partition door hardware with self-closing device	1	ea	$3,000.00	$3,000.00
Accessible toilet stall clearance: replace adjacent sink to provide 60" clear	1	ea	$8,000.00	$8,000.00
Accessible toilet stall: reconfigure partitions		ea	$1,000.00	$0.00
Accessible toilet stall: relocated/replace grab bars	1	ea	$1,500.00	$1,500.00
B17: Replace/relocate door signage	1	ea	$800.00	$800.00
Accessible shower: Relocate/replace/adjust seat	1	ea	$2,000.00	$2,000.00
Accessible shower: Relocate/replace/adjust water valve	1	ea	$2,000.00	$2,000.00
Accessible shower: Relocate/replace hand held spray unit	1	ea	$4,000.00	$4,000.00
Accessible shower: Floor Drain. Retile floor and reset floor drain	1	ea	$2,000.00	$2,000.00
B16: Sinks: insulate sink drains (completely)	1	ea	$250.00	$250.00
Sub-total				$65,925.00

EXHIBIT C:
SUPPLEMENTAL CONSTRUCTION ADMINISTRATION

architecture • interior • planning
Gillis + Panichapan Architects, Incorporated
2900 Bristol Street, Suite G-205 Costa Mesa, CA 92626 Tel 714.668.4260 Fax 714.668.4265 www.gparchitects.org

October 19, 2021

Seung Yang, P.E.
City Engineer
City of Costa Mesa
77 Fair Dr. Costa Mesa CA 92626

Re: City of Costa Mesa Police Firing Range: Supplemental Construction Support Services

Seung,

This proposal would provide enhanced construction support services for renovation of City of Costa Mesa Police Firing Range including the additional scope for the ADA and accessibility retrofits to the existing facility.

A. PROJECT UNDERSTANDING
Supplemental Construction Administration and Support

The following additional architectural services to be provided during Construction:

- Attend weekly meetings during construction and assist City with formatting Weekly meeting minutes.
- Review and provide input on Contractor's construction schedule and status.
- Review and provide input on Contractor's order project updates for the project.
- Assist in coordination of Fire Safety Enhancements and Retrofits
- Assist City in reviewing coordination between the Contractor and City 's vendors (including telecommunications, audio visual, low voltage cabling, security, and furniture).
- Assist City in Construction Change Directives during construction.
- Assist City in reviewing of Contractor invoicing and credits with the city.
- Conduct field reviews to observe work by Contractor. Development of Field Reports as needed identifying observed work that is not consistent with the Construction Documents. (3 field reviews provided)
- Provide one follow-up visit after Punchlist to confirm that the noted construction deficiencies have been corrected or provide a summary of the deficiencies.

The scope of these services is based on the 80 working day construction schedule projected for this project.

B. COMPENSATION
We propose to furnish these services not to exceed the following fee:

Grand Total: $32,000 (Thirty-Two Thousand Dollars)

Additional services outside the Scope of Work agreed upon shall not be performed without the authorization of the City. We have tailored our scope and subsequent fee proposal to accommodate the scope of work, realizing that there is latitude in both parameters to be discussed during the contract negotiation. We look forward to working with you on this project.

Sincerely,

Jack Panichapan, AIA, LEED AP
Principal, CEO,
Gillis + Panichapan Architects, Inc.