

Public Works Committee
Council Member Nora Davis, Chair
Council Member Jennifer West



**EMERYVILLE PUBLIC WORKS COMMITTEE
REGULAR MEETING**

Garden Room, City Hall
1333 Park Ave. Emeryville, CA 94608

Thursday, November 17, 2011 @ 9:00AM

All Advisory Committee meetings are noticed as Special City Council Meetings so that any or all of the City Council may attend and participate in the Advisory Committee's deliberations. However, actions taken by Advisory Committees are not official actions of the City Council but must be ratified at a City Council Meeting. All writings that are public records and relate to an agenda item below which are distributed to a majority of the Public Works Committee (including writings distributed to a majority of the Public Work Committee less than 72 hours prior to the meeting noticed below) will be available at the Information Counter, 1333 Park Avenue, Emeryville, California during normal business hours (9am to 5pm, Monday through Friday, excluding legal holidays).

AGENDA

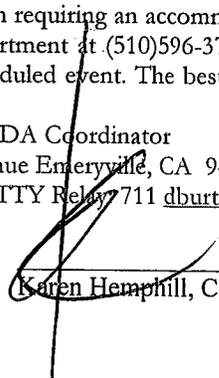
- I. Roll Call
- II. Public Comment
- III. Approval of the October 20, 2011 Meeting Minutes
- IV. Action Items: None
- V. Information Items
 - A. Discussion on Improvements to Garden Level Conference Rm. (**O'Brien**)
 - B. Discussion on Lawn Maintenance Issues at Doyle Hollis Park (**Kaufman**)
 - C. CIP Project Tracking Spreadsheet (**Staff**)
 - D. Review of the labor statistics (**Mahoney**)
- VI. Staff Comments
- VII. Committee Member Comments
- VIII. Adjournment

FURTHER INFORMATION may be obtained by contacting Maurice Kaufman, Public Works Director and Committee Secretary, at (510) 596-4334. The next regular meeting is scheduled for October 20, 2011.

In compliance with the Americans with Disabilities Act, a person requiring an accommodation, auxiliary aid or service to participate in this program should contact the sponsoring department at (510)596-3770 or ADA Coordinator as far in advance as possible, but no later than 72 hours before the scheduled event. The best effort to fulfil the request will be made.

Dominique B. Burton, ADA Coordinator
City of Emeryville 1333 Park Avenue Emeryville, CA 94608
Direct Line: 510.596.4380, Facsimile: 510.596.3724, TTY Relay 711 dburton@ci.emeryville.ca.us

DATED: September 9, 2011


Karen Hemphill, City Clerk

Post on: November 14, 2011
Post until: November 18, 2011

EMERYVILLE PUBLIC WORKS COMMITTEE
Thursday, October 20, 2011

PERSONS ATTENDING

1. Jennifer West, Council Member
2. Maurice Kaufman, City Engineer
3. Michael Roberts, Civil Engineer
4. Peter Schultze-Allen, Environmental Analyst
5. Patrick O’Keeffe – City Manager
6. Valorie Maxwell, Administrative Secretary
7. Alex Fatemi, Skateboarding Advocate

MINUTES: Submitted by Valorie Maxwell

I. **Call to Order**: The meeting was called to order at 9:00 a.m.

II. **Public Comment**: None

III. **Agenda Items**:

Approval of minutes: The minutes from September 15, 2011 were approved.

IV. **Action Item: None**

V. **Information Items**

A. **Discussion on Improvements to Garden Level Conference Room (O’Brien)**

Due to Council Member Nora Davis not at the meeting, the discussion on the Improvements to the Garden Level Conference Room were postponed to the next Public Works Committee meeting in order to avoid having to pay the Architect to attend more than one committee meeting.

B. **Discussion on Proposed Skatepark Improvements at Joseph Emery Park (Kaufman)**

Maurice Kaufman gave a brief update on a proposal to include skatepark improvements at Joseph Emery Park (Pixar Park). Maurice indicated that there is enough space within the park to include skateboard features but that the features should be designed by a professional skatepark design consultant and recommended for City Council approval by an ad-hoc committee

made of the skateboarding advocates and City staff from the Public Works, Planning, Recreation, and the Police Departments.

The City has Measure WW funds in the amount of \$250,000 that could be used for this purpose.

Maurice Kaufman will work on an RFP for selecting a skatepark designer will bring it to Council for approval in December 2011.

C. Up Date on Discussions with Caltans and Ad Hoc Committee for Cleanup of Caltrans Right-of-Way. (Kaufman)

Maurice Kaufman gave a brief update to the PW Committee on the discussion regarding the cleanup of the Caltrans right-of-way.

D. Proposal of City Wide Street Tree Trimming . (Kaufman)

Maurice Kaufman gave a brief update on the need for City Wide street tree trimming. It was proposed that funds be appropriated this December for a project to trim all the City trees in need of pruning. It is estimated that that approximately \$150,000 will be needed for this work. The work would begin this winter while the trees are dormant and would be contracted to the City's contract landscape maintenance firm New Image, who also specializes in tree trimming.

E. CIP Project Tracking Spreadsheet (Kaufman)

None

F. Review of the labor statistics (Mahoney):

Due to the Maintenance Management System not working properly, Mike Mahoney will update the Committee at the next Public Works meeting.

VI. Staff Comments

VII. Member Comments:

- Council Member Jennifer West had concerns on trash at Papermill
- Trash concerns at Adeline Place
- Fire Station 2 clock

Adjournment at 9:40 a.m.

Date: November 9, 2011
To: Patrick D. O’Keeffe, City Manager
From: Public Works Department
Subject: October 2011 Progress Report

1. Capital Improvements

Public Works has attached the Capital Improvement Spreadsheet that outlines the progress of all Capital Projects. Staff will continue to provide a narrative for those projects which necessitate more detail.

2. Environmental Programs

Recycling, Composting and Waste:

- Franchised Hauler Agreement and Issues:

EP staff met with the Franchise Compliance Representative:

- 1) for our regular monthly meeting and separately to
- 2) discuss service issues and the use of liquidated damages and again,
- 3) to design our next public education brochure, for multi-family residential bulky waste collection.

EP staff worked with WMAC graphic designer to create, print and distribute an updated version of City recycling, trash and compostables posters and stickers.

- Commercial Sector:

EP staff worked as liaison between WMAC and 6 Emeryville customers, 4 of them large businesses, including 3 commercial and residential property managers, to resolve billing, service and collection issues that had remained unresolved without City intervention.

EP staff hosted a phone conference with Stopwaste Partnership, Stopwaste Partnership consultants and WMAC representatives to discuss our continued campaign to encourage businesses to take advantage of new rates designed to save businesses money and reduce Greenhouse Gas Emissions by recycling and composting instead of landfilling. Stopwaste Partnership consultants this month have targeted a total of 42 businesses for this service.

EP staff conducted inspections for Green Business re-certification for one business. EP staff attended a Green Business event at which 3 other Emeryville businesses were recognized for recent Green Business certification.

- **Residential Sector:**
EP staff met with WMAC graphic designer to discuss design of a new brochure for multi-family property bulky waste collection services.

EP staff worked with WMAC graphic designer to create a new tool in our public education materials: A “what-goes-where” leaflet for multi-family property managers to distribute to their tenants, in response to a request from a property manager.
- **Construction and Demolition:**
EP staff approved 13 “Pre” Waste Management Plans (WMP) and 11 “Post” WMPs for the month of October. EP staff continues to work with contractors and Green Halo webmasters to improve contractor and City experience with and encourage use of the site for online completion of WMPs.

Events in Emeryville and surrounding area:

- **Multi-Family Energy Efficiency:**
EP Staff and staff from Oakland and Berkeley hosted three workshops for Multi-Family property managers and owners. One was in Emeryville on October 20th and was well attended. Staff received valuable feedback from attendees.
- **Green Business Events with the Chamber:**
EP Staff worked with the Chamber of Commerce to host events for the business community where PG&E and EBMUD could present the latest information on energy and water efficiency. Events were held on October 20th and 26th.
- **Chinook Book and Bay Area Green Business Event:**
EP Staff attended the Chinook Book 2012 launch event. The City has a full page advertisement in the book this year.

3. Administration: Contracted Operations and Facilities Management

Major Maintenance: Public Works staff is working with various departments to ensure that both routine and major maintenance projects are accomplished.

Police Station Renovation:

Construction started May 27, 2010 and the anticipated completion date is late November 2011. The previous project move-in date was September 26, 2011.

On September 7, moisture testing was conducted on the second floor 2” light weight concrete overlay. The testing results were published on 9/9.60% percent of this concrete was existing and 40% was replaced with new back in April 2011.

By all indications and experience this concrete should have easily tested under the moisture content required to install the vinyl flooring. It tested slightly over the

require limited but high enough to warrant prepping and sealing the concrete prior to installing the vinyl flooring. The higher levels of moisture were mostly due to the recent activation of the heating-AC system. This activity took approximately 2 weeks and was completed 9/21. This became the critical path.

The affect of this activity on the overall schedule was not determined until approximately 9/14. The Architect alerted the Police Dept's IT consultant as to the potential new move-in date on that day. The timing of this determination and notification was unfortunate because just prior to this discussion, on Monday 9/12 the City's construction manager re-confirmed the 9/26 move-in date with Police Dept's IT consultant.

Revised Schedule Summary Notes:

- The new move-in date is Monday 11.28.11.
- In addition to adding the 2 weeks for the "concrete floor prep and sealing", the construction team decided to reschedule critical activities that were to run concurrent, such as the punch list and furniture install. Now these activities will succeed each other.
- This will provide the PD early access to the dispatch room, the 911 room and the server room.
- The revised schedule will accommodate the timely delivery and installation of recently added Client items such as weapons racks, security cabinets and munitions lockers.
- The revised schedule will provide the EPD a 2-week period after the furniture installation to perform key set-up and commissioning activities such as testing, fiber link and bringing up the network.
- The revised schedule will coincide with the PD requirement not to move in over the week prior to the long Thanksgiving weekend. This is typically very high volume weekend for the PD.
- Finally, the revised schedule will accommodate the fabrication and substantial installation of the new entryway. This item was recently added to the project and was previously scheduled to be installed after the PD was opened. This posed logistical issues that now can be removed from the project.

Key Dates:

- 10/14 – Contractor deliver Dispatch, 911 and Server Rooms
- 10/16 – 10/17 – Complete Furniture Install @ Dispatch, 911 and Server
- 10/18 – EPD Access to Dispatch, 911 and Server room
- 10/24 – 11/7 – Furniture delivery and install.
- 11/8 – 11/21 – EPD testing, fiber link and bring up network
- 11/22 – 11/27 – Thanksgiving Week.

- 11/28 – EPD Pre-move
- 11/29 – 11/30 EPD Move

Playground Improvements to Temescal Creek Park:

Staff is beginning the process of making improvements to the play area at Temescal Creek Park. Staff will be meeting with Landscape Architect John Cahalan in March, for an initial discussion of playground design and upgrades. Staff held a community meeting with residents in early May. The meeting generated many good ideas and two designs were presented to the PW committee on June 16, 2011. At the August 16, 2011 meeting of the City Council, the Council selected a final design and directed staff to move forward.

Replacement of the Recreation Center Modular Building

On February 17, 1998, the City Council authorized the purchase of a used modular building, originally constructed in 1984, to be utilized as the City's Recreation Center. The existing Recreation Center modular building is over 25 years old. The roof continues to leak despite repeated patching. The walls and carpeting have experienced recurring saturation due to the roof leaks. There are several areas in the building where the floor has signs of dry rot from water damage.

At the January 18, 2011 City Council meeting, the Council approved the purchase of approximately 8,000 square feet of trailers that are currently housing the Police department. Upon being vacated by the Police Department, these trailers will be moved to the existing site of the City's recreation center as replacement for the existing recreation modular building.

Staff is working with an Architect to design the necessary tenant improvements and minimal site improvements. Staff is also working with a construction management company to help with the logistics of the improvements, building placement and other various construction issues. Staff hopes to have the recreation center open for operation in early June 2011. Community Services staff are working with Emery Unified to secure temporary housing for the recreation center program during construction.

The Recreation Center staff moved their program to Anna Yates on 10/28/2011. Once the Police Department moves into the renovated police station, this project can move forward.

Senior Center Renovations

Staff hired the environmental services firm, RGA to conduct air quality testing at the Senior Center. The results were received and the air quality result was "normal". The test results for mold also came back as "normal", however, the report did note areas of efflorescence and/or paint damage (peeling and buckling) in the building at the southern elevation near the south-facing windows and in the north elevation first floor offices. Since efflorescence is commonly associated with water intrusion, and subsequently dry rot, it may be necessary to replace several of the windows on the southern elevation. Staff discussed

options at the August Public Works Committee meeting and was directed to hire an Architect to address the water intrusion issues with the windows, as well as the lack of ADA restrooms on the first floor and the need to replace the roof.

Shade Cover in the Infant Area at ECDC

It has been noted that during the occasional hot summer/fall day, the rubberized surfacing in the infant area retains an uncomfortable level of heat. To mitigate this situation, staff has been utilizing temporary pop-up shade covers. Staff is working with an architect to design a permanent shade structure ahead of the 2012 warm summer season.

Ceiling Fans and Dutch Door Install at ECDC

Staff is in the process of having ceiling fans and a Dutch door installed in the infant room at ECDC. ECDC does not have air conditioning. Installation of the ceiling fans and a Dutch door will allow better air circulation during on the warm summer/fall days. The project is currently waiting for the delivery of the Dutch Door from the manufacturer.

Acoustical Improvements to the Garden Level of Old Town Hall

In 2009, Staff met with the architectural firm Sally Swanson with regards to better space planning and expanding the garden level meeting room located in the basement of Old Town Hall.

The firm created a conceptual plan and discussed it at the April 16, 2009 Public Works committee meeting. The Committee could not meet a consensus with regards to moving forward with the project. Thus, the Project will be brought to Council on June 2 for discussion and direction.

At the June 2, 2009 City Council meeting staff was directed to limit the scope of the project to improving the sound quality of the exterior meeting area and insulating the ceiling. The architects are in the process of locating solutions as per the Council direction.

At the August 4, 2009 City Council meeting the Council approved the new design which included a sound masking system, insulation of the ceiling and removal of the glass wall. The plans have been approved by the Building Department. This project was placed on-hold due to poor economic condition. Staff discussed this project at the August 18, 2011 Public Works Committee meeting and directed to move forward with the upgrades. The scope was expanded to include extending the existing conference room wall, an AV package and replacing the cabinets and refrigerator in the kitchen area. The design will be presented at the November 17, 2011 Public Works Committee meeting

Exterior Painting of the Civic Center Buildings

Staff has been directed to pursue public bids to paint the outside of the Civic Center. Staff is in the process of creating specifications for a public bid.

Re-Carpeting of the Civic Center Buildings

Staff has been directed to pursue public bids to recarpet Old Town Hall and the Civic Center. Staff is beginning the preliminary work to create specifications. An initial estimate for carpeting both buildings was approximately \$150,000. Staff discussed options at the August Public Works Committee meeting. Staff was directed by the Public Works Committee to research alternative floor coverings to traditional carpeting and/or limited carpet replacement in high traffic areas.

Roof Replacements

Staff is now undertaking the process to replace the roofs at the City's Senior and Child Development centers and the Peninsula Fire Station. Staff has solicited a design proposal and will be placing an engineering firm under contract by the end of the calendar year.

Corporation Yard/EOC:

The need for creating a new EOC at the corporation yard was approved and fast tracked by the City Council in hopes of receiving Federal grant funds. The project is in the construction document development phase. The City is still waiting for a response from FEMA with regards to the City's application for grant funding.

Replacement of Civic Center HVAC

The HVAC system at the Civic Center is not functioning adequately. The building will experience noisy, heavy airflow in some areas and no airflow in other areas, some areas of the building are freezing (around 50 degrees) and other areas are excessively warm. The building has high ceilings, is not insulated, and consists of single paned windows; all of these design characteristics exacerbate the problem. Staff has begun the process of retaining a Mechanical engineer to assess the problem and offer design solutions.

Fire Station 2

The reconstruction of Fire Station 2 was identified as a high priority item in an effort to apply for and receive Federal Stimulus funds to help fund the project. It was anticipated that the Federal Government would continue to issue stimulus monies, in the form of grant funds, for "shovel ready" projects. However, conversations with the local Oakland office of FEMA and a conversation between the Project Architect and the Director of FEMA, indicate that it is possible that there will be no new FEMA grant funds available. Given the projected cost of reconstructing Fire Station 2 of \$7.2 million, the project progress has been slowed until a decision can be made during the Capital Improvement Program update this fall.

On February 18, 2010, the City Manager executed a Professional Services Agreement with RRM, in the amount of \$24,800, to create the conceptual design of the building. RRM held three-day charrette with the City's design team, including representatives from building, planning, public works, and, of course, several of the City's fire fighters. The architects asked questions about operational needs and site layout, and staff provided ideas and feedback. By the end of the third day, RRM was able to create a conceptual design that was both

visually appealing and functional. As a point of comparison for a project of this size, the conceptual design process can normally take 10-12 weeks, minimum.

The Fire Station 2 project appeared before the Planning Commission in June. The Commission requested wider sidewalks and requested some changes to the landscaping. Once the changes are incorporated by the Architect, the project will return to the Commission for approval. Accordingly, the project is ready to move forward into the design development and subsequent construction document phase. RRM was awarded a contract by the City Council in April for these services.

This project has been placed on hold pending funding.

4. Maintenance and Operations:

Street Section

- Removed graffiti from utility boxes citywide
- Performed inlet surface cleaning citywide during rains
- Performed annual storm drain cleaning in S/E and N/E quadrants
- Installed red zones (curb Paint) at 64th St at Lacoste, Hollis St. at Ocean and 1500 Park Ave.
- Performed weekly lift station maintenance
- Replaced or repaired signs citywide
- Reinstalled bollard at 67th St. at the Greenway
- Performed Crack Sealing on Horton Street

Parks and Grounds Section

- Performed routine weekly park maintenance
- Performed weed abatement in the N/W quadrant
- Installed retaining wall at the foot of the fishing pier and planted new flower bed
- Replaced 2 irrigation control boxes in Powell St. medians
- Replaced 1 irrigation control box at Davenport Mini Park
- Replaced 3 irrigation control valves at Shorebird Park
- Installed 2 additional irrigation valves at new planting bed near the fishing pier

Work Furlough / Clean City Section

- Performed daily litter pick up City wide
- Performed daily clean up of illegal dumping
- Performed daily cleaning of elevators and pedestrian overcrossing
- Spread wood chips at Marina Park
- Spread wood chips along Macarthur outfall
- Power-washed trash containers throughout the Marina Park and installed new lids as necessary
- Bagged 5 cubic yards of sand for distribution during rains

Stand by Callouts

Friday October 7th, Called out at 5:30 PM for plugged toilets at Doyle Hollis Park. Secured at 6:30 PM

Monday, Columbus Day Holiday, October 10th, Called out at 3:30 PM for tree branch falling on a parked vehicle 4500 block of Adeline St. Secured at 4:30 PM

Friday, October 14th, Called out at 5:00 PM for clean up debris from 3 car collision on Powell St. secured at 5:45 PM

Saturday October 29th, Called out at 3:00PM for clogged toilet at Doyle Hollis Park cleared obstruction and secured by 3:30 PM