

CITY OF OAKLAND



1500 BROADWAY, 4TH FLOOR - OAKLAND, CALIFORNIA 94612

Community and Economic Development Agency
Projects

February 20, 1998

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Mr. Phillip H. Tagami
Rotunda Partners I
600 Grand Avenue, Suite 404
Oakland, California 94610

RE: Rotunda - Exclusive Negotiation Agreement (ENA) - Project Information Submission
(75 days)

Dear Mr. Tagami:

Thank you for the third information package for the Rotunda Building, dated February 5, 1998. We have reviewed your package and request that you provide additional information to address the following issues:

1. Schematic Design and Design Development Drawings:

We have reviewed the 8 sheets of drawings submitted and find that they are consistent with what would be classified as conceptual design level documents. They provide useful information relative to the schematic placement of structural strengthening elements, as well as other basic programmatic information. We would like to meet to discuss our expectations regarding design documentation and technical specification development in the remaining ENA and Disposition and Development Agreement (DDA) phases.

2. Preliminary Cost Estimate

A key outcome of the ENA process is the development of a realistic construction budget for the renovation work. We have reviewed the preliminary cost estimate and can provide no further comment until we receive more information regarding the assumptions and proposed program for core and shell build-out underlying your cost model.

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Specifically we request more information in the following areas that should be presented in the suggested format:

- A narrative description of the structural design criteria and performance analysis of the proposed scheme for seismic strengthening
- A narrative description of base building systems
- An outline specifications
- Code research
- Project phasing and scheduling
- Project delivery method/contracting strategy

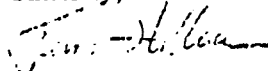
We have included a list of questions and comments to help in defining baseline assumptions, which are attached as Exhibit A. The key objective here is to develop a clear and definitive description of building areas and systems. We are aware that you have collected a great deal of information in your investigations and developed several assumptions to date. We are requesting that you reduce those assumptions to writing so that we may perform a more comprehensive analysis of your proposal.

With regard to the preliminary cost estimate submitted, the new cost information raises serious questions for staff. Please keep us apprised of value engineering ideas which you are considering. We are committed to working with your team to explore all viable cost reductions. Also, please compare the new cost information to the numbers generated by Carey & Co.'s consultants in May of 1996, and provide your best explanation as to what factors have led to significant discrepancies and cost increases.

Lastly, we would like to inform you that staff is in the process of hiring a consultant, Advanced Resources in Construction Services Ltd., to provide design and construction peer review services. We are confident that the experience they bring from a broad spectrum of construction projects will add value to the solid team that has been assembled.

Once again we would like to thank you and your design team for your diligence and ongoing efforts and commend the Rotunda Partners for their progress thus far in this ENA process. If you have any questions, please do not hesitate to contact me at 238-3317.

Sincerely,



JENS HILLMER
Project Manager

Attachment

75 Day E.N.A. Submission Review
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1.0 Structural Design and Documentation:

1.1 Please provide a description of the design and performance criteria used to generate the proposed seismic scheme.

1.2 Please describe how the proposed seismic upgrade scheme optimizes structural performance of the building. Evaluate the proposed scheme based on following criteria:

Strength and Stiffness requirements
Economy and Feasibility
Constructability
Schedule
Architectural and Historic Considerations
Mechanical, Electrical and Plumbing Considerations

1.3 Alternative Structural Systems:

1.31 What would be an order of magnitude cost of the next highest performance level?

1.4 Please describe the Testing and Inspection Program planned for the building, ie. Will there be testing in the following areas:

1.41 Concrete Strength
Slab Reinforcing
Concrete Column Sections
Terra Cotta Cornice Anchorage
Dome Anchorage
Parapet - Steel Reinforcing
Brick Masonry Anchorage
Anchorage of Marble Panels

1.5 Vertical Load Bearing Capacity

1.51 Is the existing roof structure adequate to accommodate Roof Mounted Equipment

1.52 Are the existing floor loading capacities sufficient for proposed uses.

1.6 What sort of analysis will be performed to check the damage to and performance of the dome?

1.7 Geotechnical Investigation

1.71 Has a soils report been prepared for the project, if so please provide a copy.

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2. Mechanical Design and Documentation:

- 2.1 Please provide status report on the systems inspection work completed to date. Describe existing conditions, assumptions regarding what will be salvaged. What inspection and testing work remains to be done?
- 2.2 Please provide a description of the mechanical building system to be delivered upon core and shell completion, identifying at a minimum the following:
- 2.21 Equipment Sizes and Locations.
 - 2.22 Chase Sizes and Locations
 - 2.23 Duct Sizes and Locations
 - 2.24 HVAC Calculations - can be provided during D.D.A. Phase
 - 2.25 Energy Use and Conservation Calculations - can be provided during D.D.A. Phase
 - 2.26 Please confirm with mechanical consultant the compliance of the building mechanical system with Title 24 requirements. Also, more generally what type of efficiencies can we hope for from the current equipment and systems.
 - 2.27 Equipment Schedules
 - 2.28 Control Systems
 - 2.29 Outline Specifications.
- 2.30 Prior to preparing the final cost estimate please ensure that the following tests and/or studies are undertaken:
- 2.30.1 The entire life safety system should be reviewed with local building officials to determine what if any upgrades will be required.
 - 2.30.2 Evaluation of the smoke evacuation system verifying it has the capacity to comply with current code.
- 3.0 Plumbing Design and Documentation:**
- 3.1 Please provide status report on the systems inspection work completed to date. Describe existing conditions, assumptions regarding what will be salvaged. What inspection and testing work remains to be done?
- 3.2 Please provide a description of the plumbing system to be delivered upon core and shell completion, identifying at a minimum the following:
- 3.21 Size and location of Main Natural Gas Service Line. Headers and Stub Outs.
 - 3.22 Size and location of Domestic Cold Water Service lines/system components.
 - 3.23 Size and location of Domestic Hot Water Service lines/system components.
 - 3.24 Size and Location of Sanitary Sewer lines/system components.
 - 3.25 Size and Location of Building Storm Drainage lines/system components.
 - 3.26 Fixture Unit Counts
 - 3.27 Outline Specifications

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- 3.3 Prior to preparing the final cost estimate please ensure that the following tests and/or studies are undertaken:
- 3.31 Flushing and pressure testing to the plumbing piping should be performed to determine the condition of the piping.
- 3.32 Where systems, components or fixtures are being re-used, please confirm with plumbing consultant the compliance of the plumbing system design with current code requirements.
- 4.0 Fire Protection Design and Documentation:**
- 4.1 Please provide status report on the systems inspection work completed to date.
Describe existing conditions, assumptions regarding what will be salvaged.
What inspection and testing work remains to be done?
- 4.2 Please provide a description of the fire protection system to be delivered upon core and shell completion, identifying at a minimum the following:
- 4.21 Size and Location of Stand Pipe System
- 4.22 Back Flow Prevention
- 4.23 Fire and Jockey Pumps
- 4.24 Size & number of risers/zones.
- 4.25 System Hazard Classification
- 4.26 Bulk Main and Distribution Piping Sizing
- 4.27 Outline Specifications
- 4.30 Prior to preparing the final cost estimate please ensure that the following tests and/or studies are undertaken:
- 4.31 Flushing and pressure testing to the entire fire protection system should be performed in order to determine the condition of the piping.
- 4.32 Where systems, components or fixtures are being re-used, please confirm with plumbing consultant the compliance of the plumbing system design with current code requirements.
- 5.0 Electrical**
- 5.1 Please provide status report on the systems inspection work completed to date.
Describe existing conditions, assumptions regarding what will be salvaged.
What inspection and testing work remains to be done?
- 5.2 Please provide a description of the electrical system to be delivered upon core and shell completion, identifying at a minimum the following:
- 5.21 Please provide Single Line Diagram

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- 5.22 Size and Location of Primary Switchgear
- 5.23 Size and location of Automatic Transfer Switch (ATS) for emergency generating system
- 5.24 Emergency Power Generating System
- 5.25 Fire Pump
- 5.26 Distribution Panels
- 5.27 MCC panels and elevator machinery disconnects
- 5.28 Energy Management System Raceway
- 5.29 Common Area Lighting
- 5.30 Equipment Connections (to fans, pumps, AC's) and General Receptacles
- 5.31 Fire Alarm and Emergency Communication System
- 5.32 Outline Specifications
- 5.33 Where systems, components or fixtures are being re-used, please confirm with electrical consultant the compliance of the electrical system design with current code requirements.

6.0 Data and Telecommunications Systems Design and Documentation

- 6.1 Please provide status report on the data and telecommunications systems inspection work completed to date. Describe existing conditions, assumptions regarding what will be salvaged. What inspection and testing work remains to be done?

- 6.2 Please provide a description of the data and telecommunications systems to be delivered upon core and shell completion, identifying at a minimum the following:

- 6.21 Base Building Telecommunication Infrastructure
- 6.22 Location and Size of Main TeleData Room and Distribution Closets
- 6.23 Grounding and Bonding Infrastructure
- 6.3 Outline Specifications

7.0 Electronic Security Systems Design and Documentation

- 7.1 Please provide a description of the electronic security systems to be delivered upon core and shell completion.

8.0 Vertical Transportation/Conveyance Design and Documentation

- 8.1 Please provide status report on the vertical transportation systems inspection work completed to date. Describe existing conditions, assumptions regarding what will be salvaged. What inspection and testing work remains to be done?

- 8.2 Please provide a description of the vertical transportation system to be delivered upon core and shell completion, identifying at a minimum the following:

- 8.21 Number, Location and Technical Description of elevators and escalators planned.

- 8.3 Where conveyance systems are being re-used, please confirm with vertical transportation consultant the compliance of the elevators with current code requirements.

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9.0 Architectural Design and Documentation:

- 9.1 Please provide status report on the architectural survey work completed to date. Describe existing conditions, assumptions regarding extent of demolition, what will be maintained and replaced.
- 9.2 Please provide a description of the premises to be delivered upon core and shell completion, identifying at a minimum the following:
- 9.21 Scope of Exterior Repair:
Terra Cotta Repair
Ornate Terra Cotta Repair
Modern Granite Repair
Brick Pointing and Repair
Exterior Finish Material North and South Wall
Cast Iron Store Front
Sheet Metal - Projecting Stair @ Kahn Alley & San Pablo
Vertical Joint Between 2 Buildings
Roofing Repair Work
Metal Storefront
Waterproofing of basement walls and slab
- 9.22 Scope of Interior Repair:
Rotunda Space:
Patch and Repair of Damaged Plaster Columns
Painting at Rotunda
Relief Decorative Plaster and Lacquer

Grand Stair Repair
Stair Enclosures
Common Area Improvements and Finishes
- 10.0 **Tenant Improvements:**
- 10.1 Please provide tenant improvement standards upon which you are basing your proforma budget figures.
- 11.0 **Code Research:**
Please identify specific code issues which are unresolved or require further investigation, addressing at a minimum the following areas:
Exiting
Access
Separation
Fire Resistive Construction
- 11.1 List Potential AMR's
- 11.2 List Special Permits which may be required given proposed uses, ie. Encroachment permits for occupied areas beneath sidewalks, Kahn Alley entry canopy.

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12.0 Peer Review:

12.1 Will RPI be performing peer review of any of their consultant or subconsultant's work?

13.0 Project Phasing and Scheduling:

13.1 Provide a Cost Loaded Schedule estimating monthly progress billings. To start with, provide a general disbursement schedule breaking out, at a minimum, the following cost categories: Seismic, Primary Core and Shell Items, Tenant Improvements which may overlap with core and shell buildout.

13.2 If core and shell work is planned for a later phase, ie. post T.C.O., explain how that work will be packaged.

14.0 A/E Fees and Budget

14.1 Please provide A/E budget figures for the core and shell project. breaking out the following disciplines:

Architectural
Structural Engineering
Civil Engineering
Mechanical
Electrical
Telecommunications Consultant
Elevator Consultant
Plumbing
Fire Protection

15.0 Project Delivery Method/Contracting Strategy, Construction Management:

15.1 Please describe the proposed project delivery method, ie. Design-Build/Design-Bid-Build.

15.2 Type of contract - Lump Sum, GMP

15.3 Describe your plans for construction management.