

STAFF REPORT

SUBJECT: Gannet Flemming Task Order 3: Construction Management Services for Rutan Maintenance Bay Hydrogen Retrofit Project

FROM: David Massa, Capital Projects Manager

DATE: May 6, 2024

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**Action Requested**

Staff requests that the Board of Directors approve Task Order 3 with Gannett Fleming for Construction Management Services of the Rutan Maintenance Bay Hydrogen Retrofit Project.

**Background**

LAVTA staff are preparing for the implementation of the Agency’s Innovative Clean Transit (ICT) plan, which charts the course for a 100% zero-emissions hydrogen fuel-cell fleet (FCEB) by 2034, with the first fuel-cell bus purchase made in FY25. As staff prepares for the Agency’s first fuel cell bus order, it is necessary that the requisite operations and maintenance infrastructure are in place to safely fuel and maintain these buses. This infrastructure includes both a hydrogen fueling station as well as safety equipment to maintain buses with this type of technology.

In order to accomplish this, LAVTA is moving forward with designing and constructing the Atlantis hydrogen fueling station, the funding for which was secured in 2022. Furthermore, LAVTA is currently seeking additional grant funding to construct the Atlantis Operations and Maintenance Facility which has been designed with a FCEB fleet in mind. With the anticipated arrival of the FCEB’s in 2026 LAVTA will need a place to maintain those buses until Atlantis can be built. Given the gap in the timeline for Atlantis it is necessary that the agency retrofit two maintenance bays at the existing Rutan facility.

Gannet Fleming, one of the LAVTA’s on-call engineering firms and the highest-ranking firm in the Construction Management category, was requested to bring a proposal to LAVTA for construction management services for the Rutan Maintenance Bay Hydrogen Retrofit project. Their proposal and scope of work is included as Attachment 1.

**Discussion**

Design for the Rutan Maintenance Bay Hydrogen Retrofit Project was completed in 2023 and is currently in permitting with the City of Livermore; it includes new hydrogen fuel detection, alarms, and mechanical ventilation in two maintenance bays. In April 2024, staff-initiated Task Order 2 with on-call contractor Gannett Flemming for Construction

Administration services, including preparation of the bid package for review and approval by LAVTA, providing assistance during bid process, as well as reviewing and evaluating bids ensure that they are complete and accurate. Now that design is complete and construction administration services for the project are underway, the next step is to secure Construction Management services.

Below are a few of the items included in Construction Management services.

- Meet with Design team for kickoff meeting, and monthly for progress, updates, questions, conflicts, and coordination.
- Conduct preconstruction and construction progress meetings. Produce meeting agendas and minutes.
- Review contractors progress schedule and schedule updates.
- Identify potential change order conditions, review with the LAVTA for merit and accuracy. Prepare change bulletins for LAVTA review and acceptance.
- Ensure permits are in place and the contractor remains in compliance with all stipulations as identified by the regulatory agencies.
- Coordination with LAVTA representatives for any operation needs.
- Verification of proper safety measures in place prior to work commencement.
- Tracking that material installed in compliance with approved submittals.
- Final inspection

### **Fiscal Impact**

Funds for the Rutan Facility Hydrogen Retrofit are included in the FY19 LCTOP, FY20 LCTOP, and FTA grants totaling \$1,475,135. The total cost for Construction Management Rutan Maintenance Bay Hydrogen Retrofit is \$242,358; this amount includes 10% or \$22,033 for contingency. The funding for this project is included in LAVTA's FY24 approved capital budget.

### **Recommendation**

The Projects and Services Committee recommend the Board approve Task Order 3 with Gannett Fleming for Construction Management services for the Rutan Maintenance Bay Hydrogen Retrofit project, for a not-to-exceed amount of \$242,358 which includes a contingency amount of \$22,033 to be used at the discretion of the Executive Director.

Attachments:

1. Gannett Fleming Task Order 3



Oakland Office  
155 Grand Ave Suite 504, Oakland, CA  
94612  
P (510) 701-2266

[gannettfleming.com](http://gannettfleming.com)

April 3, 2024

David Massa  
Capital Projects Manager  
Livermore Amador Valley Transit Authority  
1362 Rutan Court, Suite 100  
Livermore, Ca. 94551  
925-455-7568 Office

**Regarding:** Construction Management and Inspection Support Proposal  
Livermore Amador Valley Transit Authority (LAVTA) Rutan Facility Hydrogen Gas Detection Retrofit Project

Dear Mr. Massa,

I am pleased to provide you construction services for your Livermore Amador Valley Transit Authority (LAVTA) Rutan Facility Hydrogen Gas Detection Retrofit Project. As we discussed and my understanding of the project, LAVTA is continuing their implementation of the Agency's Innovative Clean Transit (ICT) plan, which charts the course for a 100% zero-emissions fleet. With the two maintenance bays to be retrofitted to support a hydrogen fleet, Gannett Fleming design will provide new hydrogen fuel detection and mechanical ventilation for the hydrogen system in two current maintenance bays at the Rutan facility. These bays will be able to bridge the gap between the procurement of our FCEB fleet beginning in 2025 and the construction of the new maintenance facility at Atlantis pending successful grant application. With the new retrofit bays, as well as the construction of the hydrogen fueling station, LAVTA can begin its transition to the FCEB fleet.

To monitor and provide construction management / resident engineering / Inspection services, we have identified **Mr. Felix Ajayi**. Felix brings over 27 years of experience in our Municipality, Transit and Transportation industry (please find attached resume). Felix will be supported by our Office Engineer Ellen Pretrini with the document control efforts. The following outlines the some of the general Management Services that Gannett Fleming will provide LAVTA for overseeing and managing the Rutan Facility Hydrogen Gas Detection Retrofit Project during pre-construction and construction phases:

## **Scope of Work**

### **Construction Management / Resident Engineer / Inspection**

#### **Pre-Construction Phase**

- Assist with the preparation of the Bid package for review and approval by LAVTA.
- Provide assistance during Bid process, review and evaluate bids for completeness and accuracy, and assist with the selection of the responsible bidder.
- Assist with issuance of the contract.
- Meet with Design team for kickoff meeting, and monthly for progress, updates, questions, conflicts, and coordination.

#### **Construction Phase**

- Conduct preconstruction and construction progress meetings. Produce meeting agendas and minutes.



- Review contractor progress payment request for accuracy and quantity completion. Process to LAVTA for payment.
- Review and coordinate submittal and RFI's.
- Review contractors progress schedule and schedule updates.
- Identify potential change order conditions, review with the LAVTA for merit and accuracy. Prepare change bulletins for LAVTA review and acceptance.
- Review contract drawing and specification and ensure contractor compliance.
- Ensure permits are in place and contractor remains in compliance with all stipulations as identified by the regulatory agencies.
- Coordinate and conduct regulatory inspections and meetings.
- Coordination with LAVTA representatives for any operation needs.
- Complete project close-out requirements to include punch list, as-built drawings, final payment, and project acceptance.
- Inspector will represent LAVTA by enforcing compliance and verifying proper installation of the appurtenances per the approved plans and specifications.
- Detailed Report of daily inspection, identifying contract manpower tracking, equipment tracking, quantity installed, notes of work complete, safety corrections (as applicable), visitor log, and delay notation (as applicable).
- Pre, post and progress photo documentation
- Verification of installation to applicable governing documents
- Verification of installation per RFI's and approved change conditions.
- Tracking that material installed in compliance with approved submittals.
- Coordinate field issues as needed with the LAVTA project manager, providing resolution solutions.
- Coordination of field work with LAVTA
- Verification of proper safety measures in place prior to work commencement.
- Final inspection

## Schedule

The anticipated project schedule is based on a construction start of May 1, 2024, with a total duration expected to be 6 months. We have prepared the attached fee schedule which is based on a standard 8-hour workday, for a duration anticipated through November 29, 2024. Should services extended beyond the 8-hour workday or if night and weekend work is required, rates will be billed based on our overtime premiums.

## Compensation

The Total lump sum fee for this project including other direct cost is **220,325\$**

Thank you again for the opportunity to support you and the Livermore Amador Valley Transit Authority (LAVTA). Should you have any questions, please feel free to contact me at [mmanjarekar@gfnet.com](mailto:mmanjarekar@gfnet.com) or (562) 443-0918.



Sincerely,

A handwritten signature in black ink, appearing to read "Mandar Manjarekar", written over a horizontal line.

Mandar Manjarekar, PE, PMP  
Project Manager, Facilities West  
(562)-443-0918