

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: CONTRACT AMENDMENT #2 FOR HMR ARCHITECTS,
INC. FOR BUILDING 1900 STORAGE BUILDING AND
ASPHALT REPLACEMENT PROJECT

REQUESTED ACTION:

☐ Information OR ☒ Approval
☐ Consent OR ☒ Non-Consent

SUMMARY: On December 20, 2023, the Board approved a professional services contract with HMR Architects, Inc. to provide architectural and engineering services for the Building 1900 Storage Building and Asphalt Replacement Project for the Fairfield Campus. Board approval is now requested for Amendment #2 for additional design services, as well as an extension to the contract duration.

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

- ☐ Help our students achieve their educational, professional and personal goals
☐ Basic skills education
☐ Workforce development and training
☐ Transfer-level education
☒ Other: Supports future campus infrastructure improvements and facilities operations.

Ed. Code: NA Board Policy: NA Estimated Fiscal Impact: \$25,750.00 Measure Q Funds

SUPERINTENDENT'S RECOMMENDATION:

☒ APPROVAL ☐ DISAPPROVAL
☐ NOT REQUIRED ☐ TABLE

Susan Wheet
Vice President, Finance & Administration

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 864-7209

TELEPHONE NUMBER

Susan Wheet
Vice President, Finance & Administration

VICE PRESIDENT APPROVAL

July 3, 2026

DATE SUBMITTED TO

Kellie Sims Butler, Ph.D.
Superintendent-President

July 15, 2026

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

SUBJECT: CONTRACT AMENDMENT #2 FOR HMR ARCHITECTS, INC. FOR BUILDING 1900 STORAGE BUILDING AND ASPHALT REPLACEMENT PROJECT

SUMMARY: *CONTINUED FROM THE PREVIOUS PAGE* The Building 1900 Storage Building and Asphalt Replacement Project includes the design and construction of a new storage building for the Facilities Department, asphalt replacement within the project area, and improvements to the overall Facilities Yard to enhance site organization, circulation, and operational efficiency.

As design progressed, staff identified additional project needs that were not included in the original scope of services. To better support current operations and accommodate future facility needs, the project scope has been expanded to include revisions to the Facilities Yard layout, electrical infrastructure to support future electric vehicle charging stations for Facilities equipment and fleet vehicles, and electrical service to a portable building within the Facilities Yard.

In addition, the project schedule has extended beyond the original design timeline due to the significant preconstruction planning required. This planning has included the coordination and phased temporary relocation of storage containers, fleet vehicles, equipment, materials, storage sheds, dumpsters, and all other operational assets to prepare the site for construction while minimizing disruptions to daily maintenance activities. The additional coordination and planning is critical to maintain Facilities Department operations throughout construction.

Agreement Summary:

\$	280,600.00	Original Contract Amount
\$	4,250.00	Amendment #1
\$	25,750.00	<i>Proposed Amendment #2</i>
\$	310,600.00	<i>Proposed New Contract Amount</i>

The Board is asked to approve Contract Amendment #2 to HMR Architects, Inc. in an amount not to exceed \$25,750.00 and to extend the contract duration through July 15, 2027.

This document is available online at: <https://solano.edu/measureq/approved-contracts.php>

AMENDMENT #2 TO AGREEMENT

PARTIES

This **SECOND** Amendment to Agreement ("Amendment") is entered into between **Solano Community College District** ("District") and **HMR Architects, Inc.** ("Consultant"), (collectively the "Parties").

RECITALS

WHEREAS, District and Consultant entered into a Consulting Services Agreement ("Agreement"), dated December 20, 2023 for Architectural and Engineering Services related to the District's **Building 1900 Parking Lot and Storage Building Project** ("Project"); and

WHEREAS, District and Consultant previously amended the Agreement on November 20, 2024 (Amendment #1), for additional Consultant Services related to the District's Fairfield Campus **Building 1900 Parking Lot and Storage Building Project** ("Project"); and

WHEREAS, District and Consultant agree to further amend the Agreement to modify the original services being performed for the **Building 1900 Parking Lot and Storage Building Project**; and

NOW THEREFORE, in consideration of the mutual promises and covenants set forth above and contained herein, District and Consultant agree as follows:

AGREEMENT

1. Section 2. Term of the Agreement is amended to read:

2. Term. Consultant shall commence providing services under this Agreement on December 20, 2023 and will diligently perform as required and complete performance by July 15, 2027, unless this Agreement is terminated and/or otherwise cancelled prior to that time.

2. Section 4. Compensation of the Agreement is amended to read:

4. Compensation. District agrees to pay the Consultant for services satisfactorily rendered pursuant to this Agreement a total fee not to exceed **THREE HUNDRED AND TEN THOUSAND, SIX HUNDRED DOLLARS AND 00/100 (\$310,600.00)**. This is a total of December 20, 2023 Agreement in the amount of \$280,600.00, Amendment #1 in the amount of \$4,250.00, and Amendment #2 in the amount of \$25,750.00. District shall pay Consultant according to the following terms and conditions:

4.1. Payment for the Work shall be made for all undisputed amounts based upon the delivery of the work product as determined by the District. Payment shall be made within thirty (30) days after the Consultant submits an invoice to the District for Work actually completed and after the District's written approval of the Work, or the portion of the Work for which payment is to be made.

Fee Breakdown for Second Amendment Scope of Work (fixed fee):

TASK I – Schematic Development & Design Development

Architectural	\$ 3,500.00
Civil Engineering	\$ 2,200.00
Mechanical/Electrical/Fire	<u>\$ 600.00</u>
Subtotal	\$ 6,300.00

Task II – Construction Documents

Architectural	\$ 5,500.00
Civil Engineering	\$ 4,400.00
Structural	\$ 500.00
Mechanical, Elect, Fire	<u>\$ 2,700.00</u>
Subtotal	\$13,100.00

Task V: Contract Administration

Architectural	\$ 2,500.00
Civil Engineering	\$ 2,200.00
Structural	\$ 500.00
Mechanical/Electrical/Fire	<u>\$ 1,150.00</u>
Subtotal	\$ 6,350.00

Total: \$ 25,750.00

4.2 The itemized invoice shall reflect the hours spent by the Consultant in performing its Services pursuant to this Agreement. The Services shall be performed at the hourly billing rates included in **Exhibit "B"** of the Agreement unless modified as follows:

Principal-In-Charge	\$248.00
Senior Project Architect	\$228.00
Project Architect	\$208.00
Senior Project Manager	\$187.00
Project Manager	\$180.00
Job Captain	\$153.00
Senior CAD Drafter	\$138.00
Drafting	\$126.00
Administrative Support	\$113.00

4.3 If Consultant works at more than one site, Consultant shall invoice for each site separately.

4.4 Consultant shall only be paid for the time and effort needed to complete the actual scope of services required for this project, which may be less than the total amount noted in Section "4. Compensation". If the total amount noted is not needed to complete the scope of services, any remaining balance shall be retained by the District.

3. Exhibit A 'Description of Services to be Performed by Consultant', shall be amended to include the following, in addition to items already listed:

Scope of Work:

Task I: Design Development

The scope of work will include the following:

1. Programming discussions with user groups to confirm functional needs – up to 2 initial programming meetings included.
2. Investigation of existing conditions within area of work to confirm construction scope.
3. Review of District documents including District Standards, As-Builts, Geotechnical Reports.
4. Development of preliminary site plans and development of outline specifications.
5. Site Visits as necessary to become familiar with site, and verify discussion input and direction.
6. Professional cost estimate.
7. Consultant shall submit design documents at 100% Design Development for review by District. District approval required prior to moving to next phase.
8. Civil design will include site infrastructure schematics addressing storm drainage and will provide a conceptual grading and drainage plan that reflects watershed patterns, slopes, valleys, ridges, dirt import and export requirements, and water flow directions.
9. Civil will provide a site pavement and surface treatment plan.
10. HMR will include a total of 2 in-person meetings, and 3 virtual meetings for the SD/DD Phase.

Task II: Construction Documents

Upon approval of the Design Development Phase, HMR will prepare the architectural construction documents including specifications for the scope of work noted above. Front End Specifications will be developed by the District. These documents will include:

1. Development of Construction Documents, including plans and technical specifications.
2. Construction Documents shall be fully designed and engineered for all systems including power connection to adjacent building, underground conduit from adjacent building to parking area for future EV charging pedestals and underground conduit and feeders from adjacent building to pull boxes for future portable building.
3. HMR shall submit Construction Documents, including drawings and technical specifications, at 90% completion for District review and comment, and incorporate any revisions resulting from comments in 100% Construction Documents submittal.
4. HMR shall provide a professional cost estimate of contract documents at approximately 50% Construction Document Phase.
5. Coordinate with metal building manufacturer, review metal building design.
6. Provide Structural calculations and structural drawings for metal building foundation.
7. Project civil improvement plans including the following:
 - a. Topographic and Demolition Plan (Topo provided in February 2024)
 - b. Paving and Amenities Plan
 - c. Grading and Drainage Plan
 - d. Utility Plan
 - e. Erosion Control Plan
 - f. Detail Plans
8. HMR will review building manufacturer design, submittals, and answer RFI(s) as required during the selection phase.

9. HMR will provide two (3) in-person or virtual meetings with project stakeholders. HMR will develop these documents in preparation for a review by the District and DSA as well as for bidding and construction of the project.

Task V: Construction Administration

Construction Administration services shall include:

1. Review material and equipment submittals and shop drawings for conformance with the Contract Documents.
 2. Attend weekly virtual construction meetings, and make site visits to the job site at intervals appropriate to the various stages of construction to observe the progress and quality of the contractor's work.
 3. Responding to General Contractor Requests for Information (RFI); issuance of Architect's Supplemental Instructions (ASI); issuance of Construction Change Documents (CCD); reviewing monthly Pay Applications and Certificate of Payment
 4. Perform a final walk through and prepare final Punch List.
4. Except as set forth in this Amendment, all provisions of the Agreement and any previous extension(s) and/or amendment(s) thereto shall remain unchanged, in full force and effect, and are reaffirmed. This Amendment shall control over any inconsistencies between it and the Agreement and/or any previous extension(s) and/or amendment(s).
 5. Consultant acknowledges and agrees that this Amendment shall not be binding on the Parties until and unless the Solano Community College District's Governing Board approves this Amendment.

IN WITNESS WHEREOF, the parties hereto have accepted and agreed to this Amendment on the dates indicated below.

Dated: _____, 2026

Dated: _____, 2026

SOLANO COMMUNITY COLLEGE DISTRICT

HMR Architects, Inc.

By: _____

By: _____

Print Name: Susan Wheet
Print Title: Vice President,
Finance and Administration

Print Name: _____
Print Title: _____