



**CONSENT CALENDAR**

**Agenda Item # 2**

**AGENDA REPORT SUMMARY**

**Meeting Date:** January 8, 2019

**Subject:** Construction Contract Award: City Hall Restroom and Lobby Renovation, Project CF-01003

**Prepared by:** Dave Brees, Special Projects Manager

**Reviewed by:** Chris Lamm, Interim Engineering Services Director

**Approved by:** Chris Jordan, City Manager

**Attachment:**

1. Bid Summary for the City Hall Restroom and Lobby Renovation, Project CF-01003
2. CIP Project Sheet CF-01003

**Initiated by:**

CIP Project CF-01003

**Fiscal Impact:**

Based on the responsible bidder submitting a responsive bid, the estimated project costs are:

| <b>Project Item</b>     | <b>Project Budget</b> |
|-------------------------|-----------------------|
| Design                  | \$31,000              |
| Construction            | \$367,818             |
| Printing/Misc.          | \$11,000              |
| 5% Inspection           | \$20,490              |
| 15% Contingency         | \$64,550              |
| <b>Total Cost</b>       | <b>\$494,850</b>      |
| Available Funds To-Date | <b>\$494,850</b>      |

**Environmental Review:**

Categorical Exemption Pursuant to CEQA Section 15301 (a) Improvements of Existing Facilities

**Policy Question(s) for Council Consideration:**

None

**Summary:**

- The City Hall Restroom and Lobby Renovation Project CF-01003 will make ADA compliant required improvements to the existing restrooms and entry way area at City Hall

**Staff Recommendation:**

Award the construction contract for the City Hall Restroom and Lobby Renovation, Project CF-01003 in the amount of \$367,818 to BP-Pak Inc. and authorize the City Manager to execute the construction contract on behalf of the City



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### **Purpose**

Authorize the City Manager to execute a construction contract on behalf of the City with BP-Pak Inc. in the amount of \$367,818 to provide construction services for the City Hall Restroom and Lobby Renovation, Project CF-01003.

### **Background**

The Annual Civic Facilities Capital Improvement Program (CIP) was created to address the non-routine maintenance and improvements of civic facilities throughout the City. The FY 2018/19 budget appropriation includes a project to construct ADA improvements to the City Hall lobby and restrooms.

### **Discussion/Analysis**

On December 20, 2018, bids were opened for Capital Improvement Program (CIP) Project CF-01003 and seven (7) bids were received. A summary of the bids is included as Attachment 1.

The bid specifications for this project were structured with a Base Bid to renovate three existing restrooms and the front lobby area at City Hall: Add Alternate #1 which substitutes ceramic tile for linoleum flooring in the restrooms; Add Alternate # 2 which utilizes asphalt in-Lieu of concrete in the parking lot.

It is recommended that the award of the construction contract be made to BP-Pak Inc., the lowest responsive bidder submitting a responsive bid in the amount of \$367,818. The construction contract will include the scope of work in the base bid and Add Alternate #1.

BP-Pak Inc. has no deficiencies against its contractor's license. BP-Pak Inc. has successfully completed similar projects in the City of Saratoga and the San Jose Unified School District.

### **Options**

- 1) Award the construction contract for the City Hall Restroom and Lobby Renovation, Project CF-01003 in the amount of \$367,818 to BP-Pak Inc. and authorize the City Manager to execute the construction contract on behalf of the City

**Advantages:** BP-Pak Inc. is the lowest responsible bidder submitting a responsive bid; the City Hall restrooms and lobby areas will comply with the Americans with Disabilities Act

**Disadvantages:** None



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2) Reject all bids and re-advertise the City Hall Restroom and Lobby Renovation, Project CF-01003

**Advantages:** None

**Disadvantages:** It is not anticipated that re-advertising the bid will result in lower bids; the project will be delayed

**Recommendation**

Staff recommends Option 1.



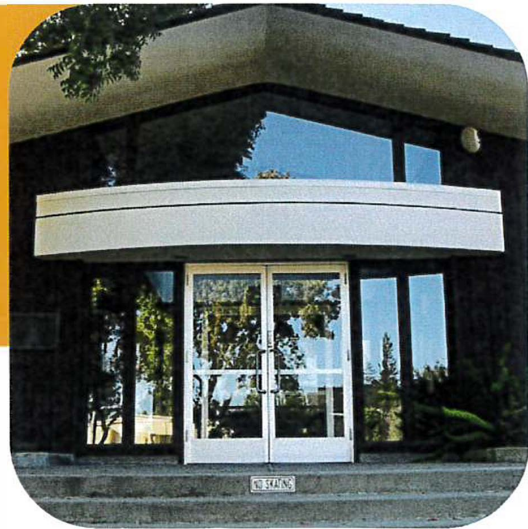
**CITY OF LOS ALTOS**  
**CITY HALL RESTROOM AND LOBBY RENOVATION**  
**PROJECT CF01003**

**BID OPENING**

December 20, 2018 2:00 PM

| <b>Contractor</b>                   | <b>Base Bid</b> | <b>Add Alt#1</b> | <b>Add Alt#2</b> | <b>Total Bid</b> |
|-------------------------------------|-----------------|------------------|------------------|------------------|
| Omni Construction Services          | \$651,000       | \$5,000          | \$2,000          | \$658,000        |
| RC Benson & Sons                    | \$563,796       | \$0              | \$0              | \$563,796        |
| CRW Industries                      | \$445,849       | -\$988           | -\$2,750         | \$442,111        |
| Eagle Builders                      | \$435,000       | \$10,000         | \$3,500          | \$448,500        |
| JPB Designs                         | \$370,000       | \$40,000         | \$60,000         | \$470,000        |
| BP-Pak Inc.                         | \$347,218       | \$20,600         | -\$1,285         | \$366,533        |
| T. Ameral's Done Right Construction | \$368,000       | \$9,000          | -\$2,000         | \$375,000        |

# Annual Civic Facilities Improvement Project



This is a capital project for the repair, non-routine maintenance and improvements of civic facilities throughout Los Altos. Projects will include deferred and ongoing maintenance identified in the 2016 Comprehensive Civic Facilities Condition Assessment as well as facility improvements and upgrades to better serve the community. This project will also fund initial study or preliminary engineering for larger scale projects which may require separate project accounts.

## Civic Facilities -- Buildings

|  |  |   |
|--|--|---|
| <b>CF-01003</b>                          | <b>Priority:</b> Asset Preservation                | <b>Project Lead:</b> C. Lamm                                |
| <b>Initial Funding Year:</b><br>2013/14  | <b>Planned Start Date:</b><br>TBD                  | <b>Target Completion Date:</b><br>In the year adopted       |
| <b>Project Status:</b><br>Annual Project | <b>Expended as of March 31, 2017:</b><br>\$121,069 | <b>Operating Budget Impact:</b><br>Lessen emergency repairs |

|  | Prior          | 2017/18 | 2018/19 | 2019/20 | 2020/21 | 2021/22 | Total |
|--|----------------|---------|---------|---------|---------|---------|-------|
|  | Appropriations | Budget  | Planned | Planned | Planned | Planned |       |

## Project Estimates

|   |         |           |           |           |           |           |           |
|---|---------|-----------|-----------|-----------|-----------|-----------|-----------|
| Annual Civic Facilities Improvement Project | 425,000 | 1,200,000 | 1,200,000 | 1,200,000 | 1,200,000 | 1,200,000 | 6,425,000 |
|---|---------|-----------|-----------|-----------|-----------|-----------|-----------|

## Funding Sources

|              |                |                  |                  |                  |                  |                  |                  |
|--------------|----------------|------------------|------------------|------------------|------------------|------------------|------------------|
| CIP          | 425,000        | 1,200,000        | 1,200,000        | 1,200,000        | 1,200,000        | 1,200,000        | 6,425,000        |
| <b>Total</b> | <b>425,000</b> | <b>1,200,000</b> | <b>1,200,000</b> | <b>1,200,000</b> | <b>1,200,000</b> | <b>1,200,000</b> | <b>6,425,000</b> |