

REPORT TO CITY COUNCIL

DATE: JANUARY 12, 2022

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: NATHAN HAMBURGER, CITY MANAGER

BY: JESSICA FORTE, DIRECTOR OF PUBLIC WORKS/CITY ENGINEER

SUBJECT: AWARD CONTRACT FOR THE RECREATION & EVENT CENTER IMPROVEMENTS PROJECT; NIB 21-03, CDBG NO. 602305-21

On February 10, 2021, the City Council approved Resolution No. 21-1967, which identified the City's Community Development Block Grant (CDBG) programs and projects for the 47th Program Year (July 1, 2021 – June 30, 2022). As part of the approval, \$122,408 of CDBG Funds were allocated for constructing accessibility improvements at the City's Recreation & Event Center facility (Project). The City Council ultimately allocated \$100,000 of CDBG funds to the Project in the FY 2021-22 Capital Improvement Program Budget.

On December 9, 2021, staff began seeking construction bids for the Recreation & Event Center Accessibility Improvements Project; NIB 21-03, CDBG No. 602305-21. The scope of work consists of constructing an Americans with Disabilities Act (ADA) ramp, handrails, and path lighting to improve access from the existing patio deck and parking lot east of the Event Center to the lower grass area. In addition, truncated domes would to be installed at the nearby loading zone to meet current ADA standards. In order to perform the work, it is necessary to remove a single oak, which in its current location would present structural issues to the building as it matures. The existing oak is located within 3 feet of the building's foundation. The mitigation for removal shall include planting 4 new oak trees at the Recreation and Event Center in a location south of the building's parking lot, where the trees are most likely to thrive. A photo of the affected tree is included as Attachment A to this report.

On December 28, 2021, the City received bids from four (4) contractors. The bid results were as follows:

Contractor	Bid Amount
JTEC Corporation	\$79,200.00
AG Construction	\$140,550.00
Ardalan Construction Company, Inc.	\$195,550.00
CERCO Engineering	\$217,600.00

Staff reviewed the bid submittal of the apparent low bidder, JTEC Corporation (JTEC), and deemed their bid responsive and acceptable. In addition, staff contacted references for JTEC to discuss past work, as they have never worked in the City. The references were all excellent regarding the contractor's performance.

Due to the lower than expected bid result, staff is requesting that the City Engineer be authorized to approve up to 15% in contingency costs, instead of the normal 10%. This will help avoid any potential delays to the project should any issues arise once construction has begun. An adjustment of 15% results in a total contingency amount of \$11,880, for a total not-to-exceed contract amount of \$91,080.

Additionally, staff recommends general funds be authorized for the removal and mitigation for one impacted oak tree, as these improvements are not reimbursable through CDBG. The cost for these improvements are estimate to be \$5,000 and require a budget adjustment as they are not currently identified in the City's Fiscal Year 2020-21 budget.

Staff expects construction to commence in February, taking approximately forty-five (45) days to complete, with no work to be done on holidays.

RECOMMENDATION

Staff respectfully recommends the City Council:

1. Award the Recreation & Event Center Improvements Project; NIB 21-03, CDBG No. 602305-21, to JTEC Corporation, in the amount of \$79,200;
2. Authorize a Capital Improvement Program budget adjustment of \$5,000 to reflect inclusion of general funds for project mitigation improvements.
3. Authorize staff to utilize up to \$11,800 in contingency funds for the project; and
4. Authorize the Mayor to sign the City of Agoura Hills' Contract for the Recreation & Event Center Accessibility Improvements Project; NIB 21-03, CDBG No. 602305-21.

ATTACHMENT A

