

REPORT TO CITY COUNCIL

DATE: MARCH 27, 2024
TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL
FROM: NATHAN HAMBURGER, CITY MANAGER
BY: JESSICA FORTE, DIRECTOR OF PUBLIC WORKS/CITY ENGINEER
SUBJECT: CONTRACT AWARD FOR THE REYES ADOBE ROAD HIGH-INTENSITY ACTIVATED CROSSWALK PROJECT; NIB 23-04

The City Council authorized staff to seek bids for the Reyes Adobe Road High-Intensity Activated Crosswalk (HAWK) Project; NIB 23-04 on November 8, 2023. The scope of work in the base bid consists of installing a new HAWK signal, signage, and striping at the intersection of Reyes Adobe Road and Rainbow Crest Drive. In addition, the plans and specifications included an alternative bid item for the installation of a HAWK signal at the intersection of Reyes Adobe Road and Stonecrest Drive.

On February 29, 2024, the City received one (1) bid from DBX, Inc. (DBX). The breakdown of their bid is as follows:

Base Bid- Reyes Adobe Rd. and Rainbow Crest Dr.	\$410,141
Alternative Bid- Reyes Adobe Rd. and Stonecrest Dr.	\$361,600

Staff reviewed the DBX bid submittal and deemed their bid responsive and acceptable. A minor error was discovered during review of the bid in which the bidder inadvertently combined the base and alternate bid costs on one of their bid forms. DBX acknowledged the error and confirmed their base bid of \$410,141. Because this error does not affect the low-bidder status of this contractor, staff recommends that the City Council waive this minor bid irregularity.

As part of the review process, staff contacted references for DBX to discuss past work, as they have never worked in the City. The references were all excellent regarding the contractor's performance.

The total length of construction is expected to take approximately three (3) months, with no work to be done on holidays. It should be noted the start of construction may be delayed due to the long lead times in procuring the signal poles and electrical equipment.

As with most projects, the California Environmental Quality Act (CEQA) requires the City to identify and analyze potential environmental impacts that may occur during construction.

Staff determined the proposed project to be Categorically Exempt from the California Environmental Quality Act (CEQA) as defined in Article 19 Section 15301 (c) of the CEQA guidelines which allows for minor alterations to existing roads for the purpose of public safety which do not create additional automobile lanes. The Engineering staff will file a Notice of Exemption within five (5) working days of approval of this action.

FISCAL IMPACT

The City was not awarded the Caltrans Highway Safety Improvement Program grant funding for this project. In order to proceed with construction in Fiscal Year 2023-24, it would be necessary to commit local funding to the project. In order to use local special funds, rather than General Fund for this project, staff was directed to present a funding package that would allow the construction of these important safety improvements to begin as quickly as possible.

In September 2023, staff presented the Public Works Subcommittee (PWSC) with potential budget reallocations of local returns from Measure R, Measure M, and Surface Transportation Program (STP). These amounts could be diverted to the project as an alternative to using General Funds. The recommendation included 1) deferring Annual Sidewalk Repairs and Annual Overlay design work to Fiscal Year 2024-25, 2) reducing the budget identified for the removal of “Tree of Heaven” to match the amount spent on that effort, and 3) use of fund reserves from local Measure R and local STP. It is worth noting that STP will no longer be distributed through local allocations and will be awarded through competitive grants in the future. The proposed funding package draws the STP-L fund down in its entirety.

The PWSC, comprised at that time of Mayor Buckley Weber and Councilmember Anstead, was supportive of the funding package and directed staff to bring the proposed budget adjustments to the City Council for consideration at the time of award of the construction contract.

The matrix below presents the recommendation by account, funding source, dollar amount the budget line would be reduced by, and amended amount to remain in the Fiscal Year 2023-24 Budget.

Account Name	Account No.	Funding Source	Recommended reduction from FY23/24 Budget	FY 23/24 Budget amendment
Annual Overlay	063-4640-6305	Measure R (Local)	\$ 100,000	\$20,000
Sidewalk Repairs	063-4640-6310	Measure R (Local)	\$ 11,900	\$63,100
Sidewalk Repairs	064-4640-6310	Measure M (Local)	\$ 100,000	\$0
Street Tree Maintenance	260-4520-552023	STP (Local)	\$ 29,826	\$5,174
		Total	\$ 241,726	

This second Matrix presents a recommendation to fund the HAWK Signal Project, including the funding source, amount made available by the recommended amendments above, and the use of additional reserve funds required to award the recommended contract and maintain the recommended contingency.

Account Name	Funding Source	Amount from Reallocation	New Allocation from Reserve	Total Budget
"HAWK Signal"	Measure R 063-xxxx-xxxx	\$111,900	\$113,100	\$225,000
"HAWK Signal"	Measure M 064-xxxx-xxxx	\$100,000	N/A	\$100,000
"HAWK Signal"	STP-L 260-xxxx-xxxx	\$29,826	\$98,704	\$128,530
	Total	\$241,726	\$211,804	\$453,530

The proposed project budget of \$453,530 would fund the construction of the HAWK signal assembly located at Reyes Adobe Road and Rainbow Crest Drive. The second location is not recommended for construction at this time, due to limited funding.

The project budget above includes a contingency of \$43,389 (10.5%) for unforeseen changes and the installation of the electrical connection by SCE.

RECOMMENDATION

Staff respectfully recommends the City Council:

1. Approve the California Environmental Quality Act Notice of Exemption for the Reyes Adobe Road High-Intensity Activated Crosswalk Project; and
2. Authorize the Director of Public Works to sign the Notice of Exemption on behalf of the City; and
3. Approve the recommended amendments to the Fiscal Year 2023-24 Budget in order to create and fund the Reyes Adobe Road High-Intensity Activated Crosswalk Project; NIB 23-04; and
4. Waive the minor bid irregularity and award the Reyes Adobe Road High-Intensity Activated Crosswalk Project; NIB 23-04, to DBX, Inc., in the amount of \$410,141; and
5. Authorize the Mayor to sign the contract agreement; and
6. Authorize the City Engineer to issue necessary change orders within the identified 10.5% contingency.