

# Agenda Report

October 23, 2017

**TO:** Honorable Mayor and City Council  
**THROUGH:** Finance Committee  
**FROM:** Department of Public Works  
**SUBJECT: CONTRACT AWARD TO ACCESS PACIFIC, INC. FOR LOWER ARROYO MAIN ENTRANCE IMPROVEMENTS FOR AN AMOUNT NOT TO EXCEED \$132,000 AND AMENDMENT TO FY 2018 CIP BUDGET**

## **RECOMMENDATION:**

It is recommended that the City Council:

1. Find the project proposed herein to be categorically exempt under the California Environmental Quality Act (CEQA) Guidelines in accordance with Title 14, Chapter 3, Article 19, Class 1, Section 15301, Existing Facilities, which exempts repair or minor alteration of existing public facilities where no expansion of existing use will take place; and
2. Amend the Fiscal Year 2018 Capital Improvement Program Budget by appropriating \$66,000 in Residential Impact Fees to the Lower Arroyo – Implement Master Plan – Main Entrance Improvements (77407) project; and
3. Accept the bid dated October 6, 2017, submitted by Access Pacific, Inc. in response to the Project Plans and Specifications for Lower Arroyo Main Entrance Improvements, reject all other bids, and authorize the City Manager to enter into such contract for an amount not to exceed \$132,000.

## **BACKGROUND:**

The current main entrance to the Lower Arroyo Seco is unattractive and not in conformance with the adopted Arroyo Seco Design Guidelines. This project will enhance the main entrance to the Lower Arroyo Seco by replacing existing steel pole gates with new decorative tubular steel gates and arroyo stone pilasters. The gate design will be similar to the existing entry gate at La Casita del Arroyo. The four stone pilasters will be constructed using arroyo stones with mortar to match the style of the pilasters at La Casita del Arroyo. The proposed work will also include removal and replacement of a portion of the existing driveway apron; repair of the asphalt paving;

slurry seal of asphalt paving; and construction of concrete curb and cobble median paving. The design was presented to the public and the Recreation and Parks Commission in July 2016. The design was also reviewed by the Design Commission in January 2017. Both commissions supported the design concept.

A finding of compliance with the General Plan was previously made and is shown on page 13.2 of the FY 2018-2022 Capital Improvement Program (CIP), *Lower Arroyo – Implement Master Plan – Main Entrance Improvements* project.

The Department of Public Works originally prepared plans and specifications for this project. In accordance with Section 4.08.070 of the Pasadena Municipal Code, bids were requested and received. This project was advertised in the *Pasadena Journal* on May 11, 2017. In addition, the Notice Inviting Bids was published in five trade publications and listed on the City's website.

Following advertising, two bids were received on May 31, 2017. Both bids exceeded the Engineer's estimate and the available project balance. A letter was sent to the bidders on June 30, 2017 indicating the City would not award a construction contract based on these bids.

The Department of Public Works prepared re-scoped plans and specifications for this project. In accordance with Section 4.08.070 of the Pasadena Municipal Code, bids were requested and received. The project was advertised in the *Pasadena Journal* on September 14, 2017. In addition, the Notice Inviting Bids was published in five trade publications and listed on the City's website, which generated notices to 918 vendors. Thirty-four vendors obtained bid packets, and four prime contractor submitted bids for the project.

Following advertising, bids were received on October 6, 2017, and are as follows:

<u>Bidder</u>	<u>Amount (\$)</u>
1. Access Pacific, Inc., Pasadena	\$119,000
2. Axiom Group, Los Angeles	\$122,980
3. Metrocell Construction, Ontario	\$138,589
4. Minco Construction, Gardena	\$157,700
Engineer's Estimate	\$106,400

It is recommended that Access Pacific, Inc. be awarded a contract for this project as they are the lowest responsive and responsible bidder. The proposed contract with Access Pacific, Inc. fully complies with the Competitive Bidding and Living Wage Ordinances. In addition, the proposed contract fully complies with the Prevailing Wage Law (Senate Bill 7) per Resolution 9406 adopted by the City Council on December 14, 2014.

The contractor has indicated that the award of this contract will result in no new hires to the present workforce. A Local Hiring Provision to notify the labor unions of the goal to

employ qualified Pasadena residents for 75 percent of new labor work hours on the project was included in the project specifications.

Access Pacific, Inc. previously performed work on the *Miscellaneous Concrete Repair* project for the City in FY 2015. The value of contract work performed was \$349,387.

The contract for this project will be set as follows:

Base Bid	\$ 119,000
Contingency Allowance	\$ <u>13,000</u>
Contract "Not to Exceed" Amount	\$ 132,000

It is anticipated that construction will begin in January 2018 and be completed in March 2018.

**COUNCIL POLICY CONSIDERATION:**

This project is consistent with the City Council's goal to improve, maintain and enhance public facilities and infrastructure. It supports the Land Use Elements of the General Plan by improving the recreational opportunities of the residents as well as enhancing the City's open space area and by continuing comprehensive planning and implementation of plans for the Arroyo.

**ENVIRONMENTAL ANALYSIS:**

The proposed project is exempt from CEQA pursuant to the State CEQA Guidelines in accordance with Title 14, Chapter 3, Article 19, Section 15301, Existing Facilities, which exempts repair or minor alteration of existing public facilities where no expansion of existing use will take place.

**FISCAL IMPACT:**

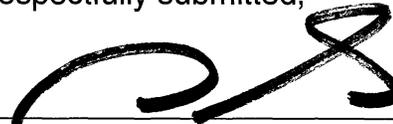
Staff recommends amending the FY 2018 by appropriating \$66,000 in Residential Impact Fees to the *Lower Arroyo – Implement Master Plan – Main Entrance Improvements* project and increasing the total estimated cost by a like amount. There is sufficient fund balance of \$838,519 as of September 30, 2017 in the Residential Impact Fee Fund (Arroyo) to support the proposed increase. The project went through several design iterations based on community input meetings and was re-scoped and re-bid. The project development, planning, and design phase costs exceeded the original budgeted estimates. The additional appropriation of funds is needed to complete the construction phase of the project.

The cost of this contract is \$132,000 and the total cost of this action will be \$165,000. Funding for this action will be addressed by the utilization of existing and recommended budgeted appropriations in the *Lower Arroyo – Implement Master Plan – Main Entrance Improvements* CIP project (budget account 77407). It is anticipated that all of the cost will be spent in FY 2018.

The following table represents a project summary.

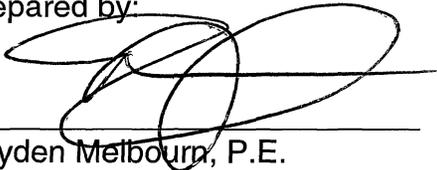
Base Bid	\$ 119,000
Contingency	\$ 13,000
Contract Administration/Inspection	\$ 33,000
<b>Total Fiscal Impact</b>	<b>\$ 165,000</b>

Respectfully submitted,



ARA MALOYAN, P.E.  
Director of Public Works

Prepared by:



Hayden Melbourne, P.E.  
Principal Engineer

Approved by:



STEVE MERMELL  
City Manager