

Agenda Report

December 11, 2023

TO: Honorable Mayor and City Council

THROUGH: Finance Committee

FROM: Department of Public Works

SUBJECT: AUTHORIZE THE CITY MANAGER TO ENTER INTO A CONTRACT WITH HORIZONS CONSTRUCTION COMPANY INTERNATIONAL, INC. FOR VIÑA VIEJA PICKLEBALL COURTS – PHASE 1 PROJECT FOR AN AMOUNT NOT-TO-EXCEED \$544,848 AND AMENDMENT TO THE FISCAL YEAR 2024 CAPITAL IMPROVEMENT PROGRAM

RECOMMENDATION:

It is recommended that the City Council:

1. Find that in accordance with the requirements of the California Environmental Quality Act (CEQA), an Initial Environmental Study (Initial Study) was prepared to identify and analyze the project's potential impacts on the environment and to identify mitigation measures that would reduce all potentially significant impacts to a less-than-significant level and that based on the Initial Study the City's Hearing Officer adopted a Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program on May 24, 2021; and find that no substantial changes to the project or to the circumstances have occurred and there is no new information of substantial importance that would require subsequent or supplemental environmental documentation;
2. Authorize the City Manager to enter into a contract with Horizons Construction Company International, Inc. for the Viña Vieja Pickleball Courts – Phase 1 project for an amount not-to-exceed \$544,848 which includes the base contract amount of \$495,316 and a contingency of \$49,532 to provide for any necessary change orders. Competitive bidding is not required pursuant to City Charter Section 1002(H), contracts with other government agencies or their contractors for labor, materials, supplies or services;
3. Grant the proposed contract an exemption from the Competitive Selection process pursuant to Pasadena Municipal Code Section 4.08.049(B), contracts for which the City's best interests are served; and
4. Amend the Fiscal Year (FY) 2024 Capital Improvement Program Budget by appropriating \$70,000 in Residential Impact Fee to the Viña Vieja Pickleball Courts (78086) project.

BACKGROUND:

Currently in Pasadena, there are four pickleball courts in use at Allendale Park, four City/PUSD joint-use courts at McKinley School, two temporary courts at McDonald Park, and two temporary courts at Jefferson School. As conceptually designed, the Viña Vieja Pickleball Courts project will ultimately become the City's first permanent and dedicated pickleball facility with 12 courts, restrooms, additional parking, and amenities to serve the citywide community.

Due to limited available funding, the Viña Vieja Pickleball Courts project has been phased. Phase 1 of the proposed project initially included two pickleball courts. Upon value engineering the phased design, and consulting with Parks, Recreation and Community Services staff, it was determined to be more cost effective to construct an additional court as part of this initial phase bringing the total to three. Under this contract, Phase 1 will include the following: Installation of three pickleball courts, one of which is for adaptive/wheelchair use; site amenities including fencing, benches, and trash receptacles; planting and irrigation; expansion of the existing parking lot to add 14 parking spaces with curb and gutters; and a decomposed granite walkway. Lighting for the courts is not afforded in this phase due to its significant infrastructure costs and will be installed in a future phase. The Phase 1 implementation plan and scope was presented to and supported by the Recreation and Parks Commission on January 10, 2023.

Sourcwell is a public government agency created specifically by the Minnesota legislature as a local unit of government (under Minnesota Constitution, article XII, section 3). Sourcwell operates as a service cooperative and acts as a national municipal contracting agency which establishes and provides nationally leveraged and competitively solicited construction contracts that can be utilized by member agencies such as the City of Pasadena. In November 2021, Sourcwell issued a Notice of Solicitation for Proposals for Indefinite Delivery-Indefinite Quantity Construction Contracts. Thirty-one submissions were received and evaluated by the Sourcwell selection committee. Submissions were evaluated based on a responsive bid, lowest overall cost and competitive range for their adjustment factor. The process undergone by Sourcwell has resulted in competitive pricing. Horizons Construction Company International, Inc. was awarded a contract on February 1, 2022.

Horizons Construction Company International, Inc., located in Orange, has agreed to extend the contract prices, terms, and conditions under Sourcwell Contract CA-R8-GB01-123021-HCC to the City for Viña Vieja Pickleball Courts – Phase 1 project.

The proposed contract fully complies with the Competitive Bidding and Living Wage Ordinances. The contractor has indicated the awarding of this contract will result in no new hires to the present workforce. In accordance with the Local Preference provisions of

the contract, the contractor is encouraged to recruit Pasadena residents initially and to give them preference, if all other factors are equal, for any new positions generated from this contract.

The contract for this project will be set up as follows:

Base Bid	\$ 495,316
Contingency	<u>\$ 49,532</u>
Contract Not-to-Exceed Amount	\$ 544,848

A contingency of 10 percent is allocated to this contract given possible unforeseen conditions that may be encountered. It is anticipated that construction will begin in February 2024 and be completed in June 2024. The proposed dates include the material lead time required for manufacturing and delivery of items.

COUNCIL POLICY CONSIDERATION:

This contract is consistent with the City Council’s goal to improve, maintain, and enhance public facilities and infrastructure as well as to provide activities to promote health and fitness among Pasadena residents.

ENVIRONMENTAL IMPACT:

In accordance with the requirements of the California Environmental Quality Act (CEQA), an Initial Environmental Study (Initial Study) was prepared in order to identify and analyze the project’s potential impacts on the environment. The initial Study was made available for public review and comment from April 28, 2021 through May 19, 2021. The Initial Study identified potential impacts and corresponding mitigation for Biological Resources, Cultural Resources, and Recreation. The mitigation measures identified would reduce all potentially significant impacts to a less-than-significant level and, hence, a Mitigated Negative Declaration was adopted for the project along with a corresponding Mitigation Monitoring and Reporting Program. No changes to the project have occurred since the Initial Study and Mitigated Negative Declaration was prepared/adopted. Likewise, there have been no substantial changes with respect to the circumstances under which the project is undertaken and no new information of substantial importance has arisen. Therefore, no new significant effects would occur and there would be no substantial increase in the severity of any potentially significant effects previously identified in the Initial Study.

FISCAL IMPACT:

The total cost of this construction contract including contingency is \$544,848 and the total cost of this action is not-to-exceed \$609,848. Staff recommends amending the FY 2024 Capital Improvement Program Budget by appropriating \$70,000 in Residential Impact Fee to the *Viña Vieja Pickleball Courts* (78086) CIP project and increasing the total estimated project cost by a like amount. There is a sufficient fund balance in Residential Impact Fee to support the proposed increase which will cover construction management and inspection costs.

Funding for this action will be addressed by the utilization of existing budgeted appropriations in the *Viña Vieja Pickleball Courts* (78086) CIP project. It is anticipated that all costs will be expended in FY 2024.

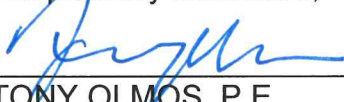
There is no impact to the General Fund, as this project is fully funded by Residential Impact Fee and Los Angeles County Measure A funds.

The following table represents a contract summary.

Base Bid	\$ 495,316
Contingency	\$ 49,532
Contract Administration/Inspection	\$ 65,000
Total Fiscal Impact	\$ 609,848

The Department of Parks, Recreation, and Community Services staff will be responsible for the operations and maintenance efforts for this new City-owned facility. The projected annual cost to maintain the pickleball courts at Vina Vieja is \$15,000. Additional annual funding appropriations will need to be made to the operations budget starting in FY 2025.

Respectfully submitted,




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