



# Agenda Report

February 6, 2023

**TO:** Honorable Mayor and City Council  
**FROM:** Department of Public Works  
**SUBJECT: CONTRACT AWARD TO GOLDEN SUN ENTERPRISE, INC. FOR JEFFERSON SCHOOL PICKLEBALL COURTS PROJECT FOR AN AMOUNT NOT-TO-EXCEED \$169,944**

## **RECOMMENDATION:**

It is recommended that the City Council:

1. Find the contract proposed herein to be categorically exempt under the California Environmental Quality Act (CEQA) pursuant to Title 14, Chapter 3, Article 19, Section 15332, Class 32, In-Fill Development Projects, and that there are no features that distinguish this project from others in the exempt class and, therefore, there are no unusual circumstances; and
2. Accept the bid dated January 5, 2023 submitted by Golden Sun Enterprise, Inc. in response to the plans and specifications for the Jefferson School Pickleball Courts project, reject all other bids, and authorize the City Manager to enter into a contract for an amount not-to-exceed \$169,944, which includes the base contract amount of \$147,777 and a contingency of \$22,167 to provide for any necessary change orders.

## **BACKGROUND:**

According to the Sports and Fitness Industry Association, the number of active pickleball players has almost doubled in the past five years to a total of 4.8 million people nationwide. The USA Pickleball Association website lists approximately 10,000 places to play, with several dozen locations being added each month, but the demand for more facilities continues to grow.

Currently in Pasadena, there are ten pickleball courts: four at Allendale Park, four (two dedicated and two joint-use with tennis) at McKinley School and two joint-use (with basketball) at McDonald Park. Two additional courts are scheduled to be constructed at Viña Vieja in Fiscal Year (FY) 2024. In an effort to increase the number of pickleball courts, staff explored other potential locations throughout the

City. Jefferson Elementary School, located at 1500 East Villa Street, was identified for the addition of two temporary pickleball courts.

The City is leasing the Jefferson School site from Pasadena Unified School District through November 30, 2027 for the purpose of hosting Library, Police and Fire Departments programs. The site can also accommodate two temporary pickleball courts that can be used by the public throughout the duration of the City's lease.

The proposed location for the courts is an outdoor eating area with asphalt paving that surrounds a timber shade structure with concrete paving. In order to construct the two pickleball courts, the existing paving and portions of the shade structure will be removed and replaced with new pavement and amenities for the two new courts. Court lighting is not being considered for this project. On November 1, 2022, Recreation and Parks Commission voted unanimously to support the proposed project concept design.

Courts will be open for public use Monday through Friday from 8:00 a.m. to dusk, and Saturday and Sunday from 9:00 a.m. to dusk. The availability of these courts in the morning hours, when pickleball play is in highest demand, also makes Jefferson School an ideal site.

The Department of Public Works prepared plans and specifications for the subject contract. Bids were requested and received in accordance with Section 4.08.070 of the Pasadena Municipal Code. On December 8, 2022, a Notice Inviting Bids for Jefferson School Pickleball Courts project was published in the local paper as well as posted on OpenGov Procurement. The posting generated notices to all vendors who have previously registered with the City for this particular commodity class. A total of 46 vendors downloaded the specifications, of which two were local. Six bids were received by the bid opening date.

Following advertising, bids were electronically received on January 5, 2023, and are as follows:

| Bidder  | Amount (\$)      |
|---|------------------|
| 1. Golden Sun Enterprise, Inc., Van Nuys              | \$147,777        |
| 2. NoHo Constructors, Studio City                     | \$189,868        |
| 3. Gentry General Engineering, Inc., Rancho Cucamonga | \$197,754        |
| 4. KASA Construction, Inc., Chino                     | \$199,945        |
| 5. Pacific Tennis Courts, Inc., Moorpark              | \$226,150        |
| 6. ACE Construction, Inc., North Hollywood            | \$266,000        |
| <b>Engineer's Estimate</b>                            | <b>\$135,000</b> |

The lowest responsible and responsive bid received is nine percent higher than the Engineer's Estimate.

It is recommended that Golden Sun Enterprise, Inc. be awarded the contract for this project as they are the lowest responsive and responsible bidder. The proposed contract with Golden Sun Enterprise, 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 awarding of this contract will result in one new hire 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.

Golden Sun Enterprise, Inc. has previously performed work for the City on the Lamanda Park Library Pocket Park project for a contract amount of \$365,000. Staff has confirmed the contractor's license and their Department of Industrial Relations status is in good standing. The contractor received favorable reference checks from other agencies.

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

|                               |                  |
|-------------------------------|------------------|
| Base Bid                      | \$ 147,777       |
| Contingency Allowance         | <u>\$ 22,167</u> |
| Contract Not-to-Exceed Amount | \$ 169,944       |

A contingency of 15 percent is allocated to this contract given possible unforeseen conditions that may be encountered. It is anticipated that construction will begin in Spring 2023 and be completed in Summer 2023. 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 ANALYSIS:**

The contract award has been determined to be categorically exempt under the California Environmental Quality Act (CEQA) Guidelines in accordance with Title 14, Chapter 3, Article 19, Section 15332, Class 32, In-Fill Development Projects. Section 15332 exempts from environmental review in-fill development where: 1) the project is consistent with the applicable general plan designation and all applicable general plan policies, as well as with applicable zoning designation and regulations; 2) the proposed development occurs within city limits on a project site of no more than five acres substantially surrounded by urban uses; 3) the project site has no value as habitat for endangered, rare or threatened species; 4) approval of the project would not result in any significant effects relating to traffic, noise, air quality, or water quality; and 5) the site can be adequately served by all required utilities and public services.

**FISCAL IMPACT:**

The total cost of this construction contract including contingency is \$169,944 and the total cost of this action is not expected to exceed \$199,944. Funding for this action will be addressed by the utilization of existing budgeted appropriations in the *Citywide Sports Facilities Improvements and Installations* (78044) CIP project. It is anticipated all costs will be expended in FY 2023.

There is no impact to the General Fund, as this project is fully funded by Residential Impact Fees (RIF).

The following table represents a project summary.

|                                    |           |                |
|------------------------------------|-----------|----------------|
| Base Bid                           | \$        | 147,777        |
| Contingency                        | \$        | 22,167         |
| Contract Administration/Inspection | \$        | 30,000         |
| <b>Total Fiscal Impact</b>         | <b>\$</b> | <b>199,944</b> |

Respectfully submitted,



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