



Agenda Report

August 26, 2024

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 CORNER KEYSTONE CONSTRUCTION CORPORATION FOR VILLA PARKE COMMUNITY CENTER – ADA IMPROVEMENTS – LOCKER ROOM PROJECT FOR AN AMOUNT NOT TO EXCEED \$687,389 AND AMEND THE FY 2025 CIP BUDGET TO APPROPRIATE \$237,389

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 15301, Class 1 – Existing Facilities, and that there are no features that distinguish this project from others in the exempt class and, therefore, there are no unusual circumstances;
2. Authorize the City Manager to enter into a contract with Corner Keystone Construction Corporation for the Villa Parke Community Center – ADA Improvements – Locker Room project for an amount not to exceed \$687,389, which includes the base contract amount of \$597,730 and a contingency of \$89,659 to provide for any necessary change orders; and
3. Amend the FY 2025 Capital Improvement Program Budget by appropriating \$237,389 in Residential Impact Fee to the Villa Parke Community Center – ADA Improvements – Locker Room and Parking Lot (78072) project.

BACKGROUND:

On April 25, 2022, an assessment was performed to identify and correct barriers inconsistent with Americans with Disabilities Act (ADA) standards at the Villa Parke Community Center for the areas directly associated with the use of the newly renovated

pool. The assessment identified barriers in the locker rooms, east parking lot, and the path of travel to the pool. The construction of the project was divided into two phases: Phase I addresses the exterior path of travel and parking lot improvements and Phase II includes tenant improvements to the locker rooms. The contract for Phase I was awarded on May 20, 2024 and construction is scheduled to begin in September 2024, to prevent any impacts to the summer pool programming.

The Phase II scope of work under this contract addresses all accessibility improvements within the pool locker rooms of the Community Center building and exiting doors associated with the pool's path of travel. The scope includes, but is not limited to: demolishing all finishes and fixtures within the restroom and shower areas, and installing new fixtures at compliant heights; replacing the floor slab in various locations to adjust the slope and install a ramp that meets accessibility requirements; converting the exit doors facing the pool into automated doors; and minor electrical work.

The Department of Public Works, in conjunction with the Department of Parks, Recreation and Community Services (PRCS), prepared project plans and specifications for the subject contract. Bids were requested and received twice in accordance with Section 4.08.070 of Pasadena Municipal Code. Initially, a Notice of Inviting Bids for Villa Parke Community Center – Locker Room ADA Improvements was published on May 2, 2024, in the *Pasadena Press*, 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 51 vendors downloaded the specifications, of which three were local. One bid was received by the bid opening date of May 23, 2024; however, that bid was found non-responsive due to lack of an active registration with the System for Award Management (SAM) database required by Community Development Block Grant specifications.

Absent of any responsive bids, the project was re-advertised. On June 13, 2024, a second Notice Inviting Bids for Villa Parke Community Center – Locker Room ADA Improvements was published in the *Pasadena Press*, 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 34 vendors downloaded the specifications, of which two were local. Four bids were received by the bid opening date, none from local vendors.

Following advertising, bids were electronically received on July 9, 2024, and are as follows:

<u>Bidder</u>	<u>Amount (\$)</u>
1. Corner Keystone Construction Corporation, Covina	\$ 597,730
2. J.A. Urban Inc., Monrovia	\$ 686,583
3. Union Construction Company, Glendale	Non-responsive
4. Warner Constructors LLC, Glendale	Non-responsive
Engineer's Estimate	\$ 550,000

The lowest and best bid received is approximately nine percent higher than the Engineer’s Estimate. Two of the bids were found non-responsive due to their lack of active registrations with the SAM database and Department of Industrial Relations at time of bid, which are bid requirements on the project.

It is recommended that Corner Keystone Construction Corporation be awarded the contract for this project as they are the lowest and best bidder. The proposed contract with Corner Keystone Construction Corporation 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.

Corner Keystone Construction Corporation has previously performed work for the City. Staff has confirmed the contractor’s license, and their Department of Industrial Relations and SAM registration statuses are 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	\$ 597,730
Contingency	<u>\$ 89,659</u>
Contract Not-to-Exceed Amount	\$ 687,389

A contingency of 15 percent is allocated to this contract given possible unforeseen conditions that may be encountered. Construction is anticipated to begin in October 2024 and be completed in May 2025.

Following the contract award of Phase I scope of work, the *Villa Parke Community Center – ADA Improvements – Locker Room and Parking Lot (78072)* CIP project currently has a remaining budget of approximately \$500,000. To proceed with awarding the Phase II contract, staff is requesting additional funding for appropriation to the project. The project budget is exceeded due to higher than anticipated bid costs because of increased construction material costs, labor rates, general overhead, and contractor contingency for unforeseen conditions.

COUNCIL POLICY CONSIDERATION:

This contract is consistent with the City Council’s Land Use Element Policy 2.7 (Civic and Community Services) and Policy 6.6 (Community Maintenance) by eliminating and preventing deteriorating conditions in areas of the City that provide diverse uses and services supporting Pasadena’s residents such as facilities for seniors and youth and community gatherings.

ENVIRONMENTAL IMPACT:

The contract award has been determined to be categorically exempt under the CEQA Guidelines in accordance with Title 14, Chapter 3, Article 19, Section 15301, Class 1, minor alterations of existing public facilities involving negligible or no expansion of use beyond that previously existing at the time of the lead agency's determination. There are no features that distinguish this project from others in the exempt class and, therefore, there are no unusual circumstances.

FISCAL IMPACT:

Staff recommends amending the FY 2025 Capital Improvement Program Budget by appropriating \$237,389 in Residential Impact Fee to the *Villa Parke Community Center – ADA Improvements – Locker Room and Parking Lot (78072)* CIP project and increasing the total estimated project cost by a like amount. There is sufficient fund balance in Residential Impact Fee Fund to support the appropriation.

The total cost of this construction contract including contingency is \$687,389 and the total cost of this action is not expected to exceed \$737,389. Funding for this action will be addressed by the utilization of existing budgeted appropriations in the *Villa Parke Community Center – ADA Improvements – Locker Room and Parking Lot (78072)* CIP project. It is anticipated all costs will be expended in FY 2025.

There is no General Fund impact as this project is funded by Residential Impact Fee and Community Development Block Grant.

The following table represents contract summary.

Base Bid	\$	597,730
Contingency	\$	89,659
Contract Administration/Inspection	\$	50,000
Total Fiscal Impact	\$	737,389

Respectfully submitted,



KRIS MARKARIAN, P.E.
Acting Director of Public Works

Prepared by:



Brent Maue, P.E.
Acting City Engineer

Approved by:



MIGUEL MÁRQUEZ
City Manager