

Agenda Report

May 20, 2024

TO: Honorable Mayor and City Council
FROM: Department of Public Works
SUBJECT: AUTHORIZE THE CITY MANAGER TO ENTER INTO A CONTRACT WITH ELEGANT CONSTRUCTION, INC. FOR VILLA PARKE COMMUNITY CENTER - PARKING LOT ADA IMPROVEMENTS PROJECT FOR AN AMOUNT NOT-TO-EXCEED \$99,000

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; and
2. Authorize the City Manager to enter into a contract with Elegant Construction, Inc. for the Villa Parke – Parking Lot ADA Improvements project for an amount not-to-exceed \$99,000, which includes the base contract amount of \$89,000 and a contingency of \$10,000 to provide for any necessary change orders.

BACKGROUND:

On April 25, 2022, an assessment was performed to identify and correct barriers inconsistent with Americans with Disabilities Act (ADA) standards at Villa Parke 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. To prevent any impacts to the park's summer pool programming, the construction of the project was divided into two phases, deferring the improvements to the pool locker rooms to September 2024.

The scope of work for this contract addresses all accessibility improvements to the east parking lot and the path of travel to the Community Center building, including widening the existing curb ramp and sidewalk; striping a dedicated path from the ADA parking stall to the improved ramp; minor asphalt paving; and re-striping the ADA parking stalls.

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 in accordance with Section 4.08.070 of the Pasadena Municipal Code. On April 18, 2024, a Notice Inviting Bids for Villa Parke – Parking Lot ADA Improvements 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 36 vendors downloaded the specifications, of whom five were local. Five bids were received by the bid opening date, none from local vendors.

Following advertising, bids were electronically received on May 2, 2024, and are as follows:

Bidder	Amount (\$)
1. Elegant Construction, Inc., Irvine	\$ 89,000
2. F.S. Contractors, Inc., Sylmar	\$ 90,000
3. Golden Sun Enterprise, Inc., Van Nuys	\$ 119,777
4. Cerco, Inc., Thousand Oaks	Non-responsive
5. Corner Keystone Construction Corporation, Covina	Non-responsive
Engineer's Estimate	\$ 90,000

The lowest responsible and responsive bid received is one percent lower than the Engineer's Estimate. Two bid proposals were found to be non-responsive for not having an active System for Award Management (SAM) registration as required under Bid Specifications Section 10.3 Active SAM Registration for federally funded projects.

It is recommended that Elegant Construction, Inc. be awarded the contract for this project as they are the lowest responsive and responsible bidder. The proposed contract with Elegant Construction, 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.

Elegant Construction, Inc. has not previously performed work for the City. Staff has confirmed the contractor's license, and their Department of Industrial Relations and SAM registration status 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	\$ 89,000
Contingency	<u>\$ 10,000</u>
Contract Not-to-Exceed Amount	\$ 99,000

A contingency of 11.2 percent is allocated to this contract given possible unforeseen conditions that may be encountered. Construction is anticipated to begin in July 2024 and be completed in August 2024.

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 community services to all sectors of the City's population in an equitable manner.

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:


The total cost of this construction contract including contingency is \$99,000 and the total cost of this action is not expected to exceed \$106,000. 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 2024 and FY 2025.

There is no General Fund impact.

The following table represents contract summary.


Base Bid	\$	89,000
Contingency	\$	10,000
Contract Administration/Inspection	\$	7,000
Total Fiscal Impact	\$	106,000

Respectfully submitted,




TONY OLMOS, P.E.
Director of Public Works

Prepared by:



for Kris Markarian, P.E.
Deputy Director of Public Works/City Engineer

Approved by:



MIGUEL MARQUEZ
City Manager