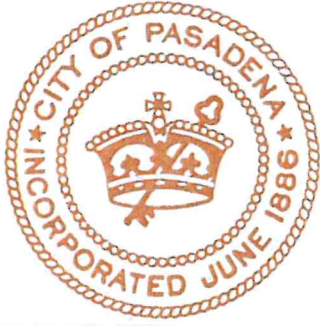




Agenda Report

November 10, 2025

TO: Honorable Mayor and City Council

FROM: Department of Public Works

SUBJECT: **AUTHORIZE THE CITY MANAGER TO ENTER INTO A CONTRACT WITH ADDISON-MILLER INC. FOR ANNUAL ADA CITYWIDE SIDEWALK IMPROVEMENT PROGRAM FISCAL YEAR 2026 FUNDED WITH COMMUNITY DEVELOPMENT BLOCK GRANT FOR AN AMOUNT NOT-TO-EXCEED \$500,000**

RECOMMENDATION:

It is recommended that the City Council:

1. Find that 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, as a result of the competitive bid process, as specified by Section 4.08.045 of the Pasadena Municipal Code, with Addison-Miller Inc. for Annual ADA Citywide Sidewalk Improvement Program Fiscal Year (FY) 2026 funded with Community Development Block Grant (CDBG) for an amount not-to-exceed \$500,000 which includes the base contract amount of \$341,750 and a contingency of \$158,250 to provide for additional scope and any necessary change orders.

BACKGROUND:

On May 19, 2025, the Department of Housing presented a five-year consolidated plan (2025-2029) and Annual Action Plan that outlined both long- and short- term strategies for meeting housing and community needs, as well as the use of funds, activities to be undertaken, program guidelines, and monitoring requirements.

As part of the planning process, a Priority Needs Survey was conducted in January 2025. Survey results identified improvement of City Infrastructure as the second-highest community priority. This category includes sidewalk repairs and accessibility enhancements.

In alignment with community priorities and U.S. Department of Housing and Urban Development (HUD) eligible activities, the Program Year 2026 CDBG allocation includes \$500,000 designated for sidewalk improvements. Public Works staff has assessed the extent of sidewalk repair needs and recommends utilizing the full allocation as a capital outlay to maximize the impact of the funding. Because CDBG is Federal funding which has additional requirements and restrictions associated with its use, this work was bid as a separate, stand-alone contract. Structuring it independently provides a cleaner and more efficient administrative process, ensuring compliance with federal procurement, reporting, and labor standards.

The project includes the removal and replacement of approximately 25,000 square feet of sidewalk at approximately 200 locations within CDBG Benefit Service Areas as defined by HUD. The project will prioritize areas with vertical lifts of two inches or greater, as well as curb and gutter locations that are causing flow impediments. Please see Attachment A for a map of repair locations.

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 September 29, 2025, a Notice of Inviting Bids for the Citywide Sidewalk Improvement CDBG FY 2026 project was published in 22 trade journals as well as posted on OpenGov Procurement. The posting generated notices to all vendors who had previously registered with the City for this particular commodity class. A total of 38 vendors downloaded the contract documents, three were local vendors. A total of 4 bids were received by the bid opening date, none were local.

Following advertising, bids were received on October 10, 2025, and are as follows:

Bidder	Base Bid Amount (\$)
1. Addison-Miller Inc., Orange, CA	\$ 341,750
2. CJ Concrete Construction Inc., Santa Fe Springs, CA	\$ 342,000
3. FS Contractors Inc., Sylmar, CA	\$ 374,500
4. Hardy & Harper, Inc., Lake Forest, CA	\$ 655,600
Engineer's Estimate	\$ 450,000

The lowest bid received is 24 percent lower than the Engineer's Estimate.

It is recommended that Addison-Miller Inc. be awarded the contract for this project as they are the lowest and best bidder. The proposed contract 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 City Council on December 14, 2014. The contractor has indicated that the awarding of this contract will result in 5 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.

Addison-Miller Inc. has not previously performed work for the City. Staff has confirmed their contractor's license, and 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 as follows:

Bid Amount	\$ 341,750
Contingency Allowance	\$ 158,250
Contract Not-to-Exceed Amount	\$ 500,000

A higher-than-usual contingency amount of 46.3 percent is being recommended for this contract to ensure full utilization of the CDBG funds designated for this project. CDBG allocations are categorized as Capital Outlays, which limit expenditures to construction-related activities and prohibit their use for operations, maintenance, or other non-capital purposes. Based on staff inquiries, it appears that additional competition has recently entered the market, resulting in more favorable pricing for this type of work. This is reflected in an unexpected reduction in bid unit prices (reduced by approximately 24 percent) for the primary contract pay item, "Remove and Replace 4-inch Thick Sidewalk," which decreased from \$15.00 on the last CDBG sidewalk contract, awarded in February 2025, to \$11.39 for this contract. The resulting cost savings will allow the City to complete additional sidewalk repair locations identified within its inventory, maximizing overall community benefit. The contractor has agreed to hold their bid pricing for the proposed additional scope. Construction is anticipated to begin in March 2026.

COUNCIL POLICY CONSIDERATION:

This project is consistent with the City Council's goals to improve, maintain, and enhance public facilities and infrastructure, while advancing mobility and accessibility citywide. It also supports the Mobility Element Policy 2.7 of the General Plan by promoting improvements for pedestrians to support vibrant and active streets throughout the community.

ENVIRONMENTAL ANALYSIS:

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, Existing Facilities. Class 1 consists of minor alterations of existing public facilities involving negligible or no expansion of use. There are no features that distinguish this project from others in the exempt class, and therefore, there are no unusual circumstances.

FISCAL IMPACT:

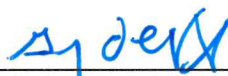
The total cost of this contract including contingency is \$500,000 and the total cost of this action will be \$530,000. Funding for this action will be addressed by the utilization of existing CDBG and General Fund appropriations to the *Annual ADA Citywide Sidewalk Improvement Program FY 2026 – 2030* (73949) project. It is anticipated all costs will be expended in FY 2026.

Existing Fund appropriations will be used to cover expenses that are not eligible for reimbursement through CDBG, including construction administration and inspection costs.

The following table represents a project summary:

Project	Budget
Base Bid	\$ 341,750
Contingency	\$ 158,250
Construction Administration/Inspection	\$ 30,000
TOTAL	\$ 530,000

Respectfully submitted,



GREG DE VINCK, P.E.
Director of Public Works

Prepared by:



Brent Maue, P.E.
City Engineer

Approved by:



MIGUEL MÁRQUEZ
City Manager

Attachment A: Map of FY 26 Annual Citywide Sidewalk Improvement Locations funded with CDBG