



AGENDA REPORT

Meeting Date: October 18, 2016
Item Number: D-13
To: Honorable Mayor & City Council
From: Chad Lynn, Assistant Director of Public Works
Logan Phillippo, Management Analyst *LP*
Subject: ACCEPTANCE OF THE CONTRACT WORK FOR THE INSTALLATION OF THE EXTERIOR STAIRS AND STRUCTURAL REPAIRS OF ROOF TRUSSESS, AND RAFTERS AT 239 S. BEVERLY DRIVE BY WILCOX CONSTRUCTION, INC. FOR THE FINAL CONTRACT AMOUNT OF \$173,166.88; AND
AUTHORIZATION OF THE CITY CLERK TO RECORD NOTICE OF COMPLETION
Attachment: None

RECOMMENDATION

Staff recommends that the City Council move to accept the subject contract work with Wilcox Construction, Inc. and authorize the City Clerk to record a Notice of Completion.

INTRODUCTION

This report requests City Council acceptance of the contract work related to the installation of an exterior stairwell and structural roof repairs at the City-owned property located at 239 S. Beverly Drive which is currently leased by tenant Panera Bread. Additionally, this report requests authorization for the City Council to record an associated Notice of Completion.

Work under this contract was substantially completed in August of 2015, but has not been accepted by the City Council; acceptance is required to release the retained funds of 5% of the total contract amount. Completion of punch list items delayed final acceptance of work by project managers for several months. Additionally, due to multiple staff transitions in the former Capital Assets Department and Project Administration and Property Management divisions, staff had limited correspondence

with the contractor. A retained amount of \$8,658.23 will be released upon City Council acceptance of the subject work.

DISCUSSION

On November 18, 2014, City Council awarded a contract to the lowest responsible bidder, Wilcox Construction, Inc., for the subject contract work in the amount of \$150,922 and authorized the Director of Capital Assets to approve change orders up to an additional \$24,078, for a total amount of \$175,000.

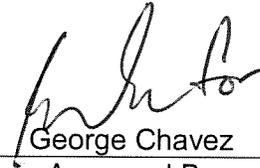
The plans and specifications called for the following scope of work:

- Install exterior building exit stairs from the 2nd floor to the 1st floor at the rear of the building, which provides a secondary exit from the building's 2nd floor.
- Structural repairs to roof trusses and rafters.

Field inspection by Public Works, Community Development/Building & Safety and the project management firm Stegeman & Kastner, Inc., has assured that the work was performed according to, and in compliance with, the contract documents for this project, the requirements of the Municipal Code and all other applicable codes.

FISCAL IMPACT

The original contract was awarded in the amount of \$150,922.00. Three change orders were issued during this project, in the total amount of \$22,245.88 for replacing existing skylights, installing rigid insulation and unaccounted-for bond fees, increasing the contract total to \$173,166.88. This project was funded through Capital Improvement Project 0926.



George Chavez
Approved By