



# CITY OF WHEATLAND

## CITY COUNCIL MEETING STAFF REPORT

September 26, 2017

**SUBJECT:** Award Construction Contract for Police Station Remodel – Phase 2 Project

**PREPARED BY:** Dane H. Schilling, City Engineer

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### **Recommendation**

Staff recommends that the City Council:

1. Amend the Fiscal Year 2017/2018 Budget to reallocate \$39,140 in funds to the Wheatland Police Station Remodel - Phase 2 Project.
2. Award a construction contract to Frank Webb Construction, Inc. in the amount of \$89,647 for the Base Bid project plus Alternate 1 for the Police Station Remodel - Phase 2 Project; and authorize the City Manager to enter into an agreement with Frank Webb Construction, Inc. and execute change orders up to an additional \$8,965.
3. Authorize the City Manager to engage Coastland Engineering to perform construction management and inspection of the project not to exceed \$9,800.

### **Background/Discussion**

The Police Station Remodel-Phase 2 Project ("Project") is programmed to be completed in Fiscal Year 2017/2018. The Phase 2 project consists of improvements to approximately 1,906 square feet of the interior of the Police Department building. The scope of the work includes interior demolition, replacement or fill-in of existing windows and doors, framing new interior partition walls to create new interior spaces including pre-booking and holding areas, interview rooms, office and evidence room. The work includes providing new floor finishes, paint, wall finishes, updating the existing toilet room, modifications to the existing electrical and HVAC and/ or new equipment are to be installed.

On August 18, 2017, the City publicly advertised the Project for bids. Bids were advertised through the City's Website, CIPList website, direct solicitation and as well through local contractor's builder's exchanges. The bids were due on September 13, 2017 at City Hall at 2:00 pm.

The City received three bids for the construction of the project. Staff reviewed the bids and determined the bidders were responsible and submitted responsive bids. The City received the following bids:

<b>Bidder's Name</b>	<b>Base Bid Amount</b>
BRCO Construction, Inc.	\$118,000
Frank Webb Construction, Inc.	\$58,343
Buskirk Building Solutions	\$75,000

Frank Webb Construction, Inc. has been determined to be the lowest responsible, responsive bidder which was determined by the base bid amount.

The Project was bid with the following three additive alternates (see Attachment 2):

- Alternate 1: Storage, Armory and Toilet room improvements - \$31,304.
- Alternate 2: Office rooms improvements - \$26,092.
- Alternate 3: Evidence room improvements - \$12,692.

Alternates 2 and 3 are not recommended due lack of available project funding.

**Alternatives**

1. Decline to adopt the proposed resolution and do not construct the project
2. Reject all bids and re-bid at a later time.

**Fiscal Impact**

The recommendation is to award the Base Bid project and Alternate 1, plus a 10% contingency, and construction management and inspection costs of \$9,800. The total estimated cost is \$108,412 which is \$38,412 over the current adopted budget.

Funding for the Project is identified below:

\$70,000	Approved by Council in the FY 2107-2018 Police budget
\$12,000	Approved by Council in the FY 2017-2108 Police budget for purchase of a radar trailer. Recommend a budget amendment to reallocate this amount to the Project
\$7,140	This amount is in a fund that has had no activity since at least the year 2000. (2000 is the first year on record in the City's financial system). The name of the fund is Emergency Fire Fund and the source of the funds cannot be identified. Recommend a budget amendment to allocate this amount to the Project.
\$20,000	Recommend a budget amendment to allocate General Fund Reserves to the Project (budgeted reserve balance as of June 30, 2018 is \$835,000)
\$109,140	TOTAL AVAILABLE FUNDS FOR THE PROJECT

**Attachments**

1. Resolution

2. Floor Plan Showing Scope of Base Project and Alternates

**RESOLUTION NO. XX – 17**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WHEATLAND  
TO AMEND THE FISCAL YEAR 2017/2018 BUDGET, AND AWARD A CONSTRUCTION  
CONTRACT FOR THE POLICE STATION REMODEL – PHASE 2 PROJECT TO FRANK WEBB  
CONSTRUCTION, INC., AND AUTHORIZING THE CITY MANAGER TO EXECUTE  
CONTRACT CHANGE ORDERS**

**WHEREAS**, the City of Wheatland allocated \$70,000 in the Fiscal Year 2017/2018 Operating Budget for the completion of Police Department improvements, referred to as the Police Station Remodel – Phase 2 Project (“Project”); and

**WHEREAS**, On August 18, 2017 the Project was publicly advertised on the City’s website, the CIPList.com website, direct solicitation and as well through local contractor’s builder’s exchanges; and

**WHEREAS**, the Project plans and specification included a base project as well as three additional alternative scopes of work, and bidders were required to submit bids on the base project and all three alternative scopes of work; and

**WHEREAS**, On September 13, 2017, bids from three contractors were received and publicly read aloud; and

**WHEREAS**, the lowest responsible and responsive bidder was determined to be Frank Webb Construction, Inc. with a base bid amount of \$58,343, Alternate 1 bid in the amount of \$31,304, Alternate 2 bid in the amount of \$26,092 and Alternate 3 bid in the amount of \$12,692; and

**WHEREAS**, City staff is recommending the award of the Base Bid plus Alternate 1 for a total award amount of \$89,647; and

**WHEREAS**, the total project costs including the Base Bid project and Alternate 1, plus a 10% contingency, and construction management and inspection costs of \$9,800 are estimated to be \$108,412 which is \$38,412 over the current adopted budget;

**NOW, THEREFORE**, the City Council of City of Wheatland hereby:

1. Amends the Fiscal Year 2017/2018 Budget to reallocate: \$12,000 in funds identified for a radar trailer; \$7,140 in funds identified as Emergency Fire Fund; and \$20,000 from the General Fund Reserves to the Wheatland Police Station Remodel - Phase 2 Project.
2. Awards a construction contract to Frank Webb Construction, Inc. in the amount of \$89,647 for the Base Bid project plus Alternate 1 for the Police Station Remodel - Phase 2 Project; and authorizes the City Manager to enter into an agreement with Frank Webb Construction, Inc. and execute change orders up to an additional \$8,965.
3. Authorizes the City Manager to engage Coastland Engineering to perform construction management and inspection of the project not to exceed \$9,800.

PASSED AND ADOPTED at a regular meeting thereof held on the 26<sup>th</sup> day of September 2017, by the following vote:

**AYES:**  
**NOES:**  
**ABSENT:**

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Attest:

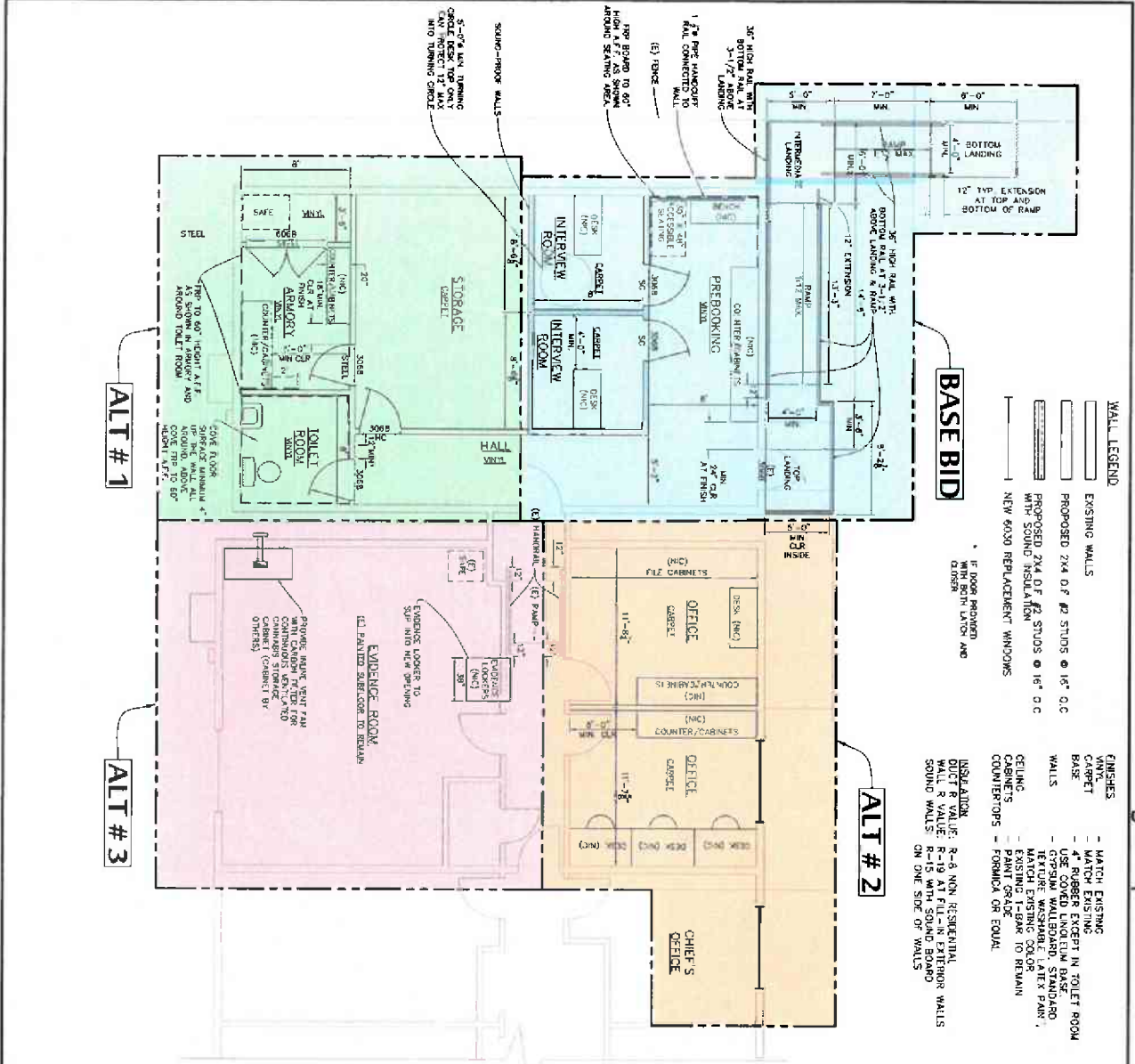
Rick West, Mayor

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Lisa J. Thomason, City Clerk

FOR REDUCED PLANS, THE ORIGINAL SCALE IS IN INCHES

**EXHIBIT: FLOOR PLAN SHOWING SCOPE OF BASE PROJECT AND ALTERNATES**



**WALL LEGEND**

- EXISTING WALLS
- PROPOSED 2x4 D.F. STUDS @ 16" O.C.
- PROPOSED 2x4 D.F. STUDS @ 16" O.C. WITH SOUND INSULATION
- NEW 6000 REPLACEMENT WINDOWS

**BASE BID**

**ALT #2**

**ALT #1**

**ALT #3**

- FINISHES**
- MATCH EXISTING
  - 4" RUBBER EXCEPT IN TOILET ROOM
  - USE COVERED LINOLEUM BASE
  - GYPSUM WALLBOARD STANDARD
  - TEXTURE WASHABLE LATEX PAINT
  - EXISTING FINISHES TO REMAIN
  - PAINT GRADE
  - FORMICA OR EQUAL
- INSULATION**
- R-6 NON-RESIDENTIAL
  - R-19 AT FILL-IN EXTERIOR WALLS
  - R-15 WITH SOUND BOARD ON ONE SIDE OF WALLS
- IF DOOR PROPOSED WITH BOTTOM LATCH AND CLOSER**

- GENERAL NOTES**
1. CONTRACTOR SHALL FIELD VERIFY ALL EXISTING LOCATIONS, CONDITIONS & DIMENSIONS AT JOB SITE PRIOR TO STARTING ANY DEMO OR REMODEL WORK. NOTIFY ARCHITECT / ENGINEER OF RECORDS SHOULD BE NOTIFIED OF ANY DISCREPANCIES.
  2. ARCHITECT/ENGINEER OF RECORD SHALL BE NOTIFIED OF ALL STRUCTURAL DAMAGE ENCOUNTERED DURING DEMO OR REMODEL CONSTRUCTION SO THAT HE/MAY DETERMINE THE EXTENT OF DAMAGE AND METHOD OF REPAIR.
  3. REFER TO SHEET 8 AND 9 FOR ACCESSIBILITY REQUIREMENTS (INCLUDING BUT NOT LIMITED TO GENERAL ACCESSIBILITY, TOILET ROOMS, AND EXIT DOORS REQUIREMENTS).
  4. ALL EXIT DOORS SHALL BE OPERABLE WITH ONE MASTER KEY. REFER TO OWNER FOR MORE DETAILED KEYING SYSTEM.
  5. FURNITURE SHOWN ON THIS DRAWING FOR REFERENCE ONLY A.I.C. (U.O.M.) CONTRACTOR SHALL BE REQUIRED TO REMOVE ALL DEMO MATERIALS PER GREEN BUILDING CODE.
  6. GREEN BUILDING CODE SHALL BE PLACED AS DIRECTED BY THE LOCAL FIRE DEPARTMENT PRIOR TO FINAL INSPECTION.
  7. EXISTING H.V.A.C SYSTEM TO BE MODIFIED BY A LICENSE MECHANICAL CONTRACTOR TO ACCOMMODATE THE NEW BUILDING REMODEL AREAS.
  8. CONTRACTOR TO HAVE SMOOTH STAINABLE SURFACES SHALL EXTEND USED IN SUCH WALLS SHALL BE OF A TYPE THAT IS NOT ADVERSELY AFFECTED BY MOISTURE. FLOORS MUST BE COVERED.
  9. PROVIDE ACCESSIBLE HARDWARE.
  10. DOORS TO INTERIOR ROOMS SHALL BE SOLID CORE.
  11. DOORS TO EXTERIOR ROOMS SHALL BE SOLID CORE.
  12. VERIFY IF EXISTING DOOR TO EVIDENCE ROOM HAS NON-REMOVABLE HINGE PINS.
  13. FIELD VERIFY ALL VOTED DIMENSIONS. CHANGE FOR EXTERIOR RAMP CONSTRUCTION TO OBTAIN APPROVAL PRIOR TO FABRICATION.
  14. VERIFY IF EXISTING DOOR TO EVIDENCE ROOM HAS NON-REMOVABLE HINGE PINS.
  15. CONSTRUCTION TO OBTAIN APPROVAL PRIOR TO FABRICATION.

SCALE: 1/4"=1'



<p>POLICE STATION - PHASE 2 207 MAIN STREET CALIFORNIA</p>	<p><b>FLOOR PLAN</b></p>	<p>PREPARED UNDER THE DIRECTION OF</p> <p>FRANK DENNIS STURRO, RCE 29736 DATE</p> <p>DESIGNED BY: FLS      DRAWN BY: MOK      REVIEWED BY: DMS</p>	
<p>CITY OF WHEATLAND</p>	<p>PROJECT NUMBER: 77-0568 DRAWING DATE: AUGUST 2017 SHEET NUMBER: 4 OF 12</p>	<p><b>Coastland Civil Engineering, Inc.</b> 1400 Neotoma Avenue, Santa Rosa, CA 95405 707.571.8005</p>	