



# STAFF REPORT – CITY COUNCIL MEETING

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September 06, 2023

**TO:** Honorable Mayor and City Council Members

**FROM:** Netra Khatri, City Engineer  
David Caisse, Assistant City Engineer

**PREPARER:** David Caisse, Assistant City Engineer

**DATE:** August 24, 2023

**TITLE:** **Approve the Design and Award a Construction Contract for the Terrace Avenue Improvement Project to Hooven & Co, Inc., in the Amount of \$119,324.00; Authorize the City Engineer to Approve Change Orders and Increase the Contract Amount by up to \$5,667.89 (4.75 Percent of the total bid, for a Total Not to Exceed \$124,991.89) to Allow for Any Unforeseen Contingencies and Additional Work as Necessary; and Authorize the City Manager to Execute All Applicable Documents.**

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## RECOMMENDATION:

It is recommended that the Council:

- 1) Approve the design and award a construction contract for the Terrace Avenue Improvement Project to Hooven & Co, Inc., in the amount of \$119,324.00;
- 2) Authorize the City Engineer to approve change orders and increase the contract amount by up to \$5,667.89 (4.75 percent of the total bid, for a total not to exceed \$124,991.89) to allow for any unforeseen contingencies and additional work as necessary; and
- 3) Authorize the City Manager to execute all applicable documents.

## INTRODUCTION:

This section of Terrace Avenue has been closed for many years due to settlement and sinkholes that have developed over time. This portion of the road is located on a historical drainage channel which formed a ravine and most likely served as an old logging road. Based on the geotechnical report, it is assumed that the road was constructed by placing logs and/or stumps in the drainage channel and covering it with earthen fill.

The Terrace Avenue Improvement Project (CIP # 45-11) is listed on the City's Capital Improvements Program (CIP) list. The plans and specifications were completed with in-house forces and includes ground stabilization (compaction grouting), drainage and roadway improvements. An Informal Request for Bids was released on July 31, 2023, after the plans were finalized and bids were opened on August 24, 2023.

**BACKGROUND:**

Two sealed bids were received from contractors before the 11:30 a.m. deadline on August 24, 2023. Below is the Bid Summary:

Sr. No.	Name of the Contractor	Base Bid
1	GRS Inc.	\$ 141,650.00
2	<b>Hooven &amp; Co, Inc</b>	<b>\$ 119,324.00</b>

*Please see Attachment A, an itemized bid tabulation sheet, for a summary of bids received.*

Following the public opening of bids, the bid range was evaluated for consistency, and the lowest responsive bidder’s bid was examined for consistency with both state and federal guidelines.

If a contract is presently awarded, work will commence on or after September 26, 2023, and should be completed within 20 working days after starting. Prior to issuing a Notice-to-Proceed to the Contractor, public notifications will be made by the City and the Contractor to potentially impacted residents/businesses to inform them of construction activities, possible parking restrictions, and detours/traffic control.

**ENVIRONMENTAL REVIEW (CEQA):**

The California Environment Quality Act (CEQA) determination for the paving portion of the project is a categorical exemption pursuant to CEQA Guidelines Section 15301(c), for the restoring and rehabilitating of existing highways and streets, sidewalks, gutters, bicycle and pedestrian trails, and similar facilities, involving negligible or no expansion of use beyond that presently existing.

**BUDGET/FISCAL IMPACT:**

The contract bid amount is within the budget allocation for the 2023/24 Fiscal Year. This project is budgeted as follows:

Account Number/Agency Responsible	Amount	Account Name
207-50-45-57600	\$ 119,324	Gas Tax

If contingency funds are needed, they will be funded out of the same account.

**ATTACHMENTS:**

- A. Bid\_Summary\_Terrace Ave Imp Project (PDF)
- B. PLANS (Cover,Notes,C Sheet) (PDF)