



STAFF REPORT – CITY COUNCIL MEETING

June 21, 2023

TO: Honorable Mayor and City Council Members

FROM: Emily Sinkhorn, Director of Environmental Services
Doug Culbert, Deputy Director of Environmental Services--Streets/Utilities

PREPARER: Doug Culbert,

DATE: June 13, 2023

TITLE: **Award a Contract for the 2023 Corporation Yard Buildings Siding Replacement Project to Kyle Boughton DBA North Star Development in the Amount of \$63,715.57; Authorize the City Manager to Increase the Contract Amount by up to 5 Percent (\$3,185.78 for a Total Amount Not to Exceed \$66,901.35) to Allow for Unforeseen Contingencies; and Authorize the City Manager to Execute All Applicable Documents.**

RECOMMENDATION:

It is recommended that the Council:

- 1) Award a contract for the 2023 Corp Yard Buildings Siding Replacement Project to Kyle Boughton DBA North Star Development in the amount of \$63,715.57;
- 2) Authorize the City Manager to increase the contract amount by up to 5 percent (\$3,185.78 for a total amount not to exceed \$66,901.35) to allow for unforeseen contingencies; and
- 3) Authorize the City Manager to execute all applicable documents.

INTRODUCTION:

On May 12, 2023, the City informally solicited bids for the Arcata Corporation Yard Buildings Siding Replacement Project. The project includes removal and disposal of old siding and replacement, painting, wood blocking and Z-flashing of approximately 5,120 square feet of new siding on various buildings located at the City's Corporation Yard. The City will provide pre-purchased siding materials and paint for this project.

BACKGROUND:

Several sections of exterior siding on buildings at the Corporation Yard are in need of replacement due to deterioration. Some sections require entire panel replacements, while others need only the bottom 18" replaced. Though this work was not specifically budgeted as a project for the current fiscal year, the need is significant and the necessary funds are available and allocated within the means of the current fiscal year's budget. The buildings at the Corporation Yard support many

divisions including Streets, Water, and Wastewater and rehabilitating the buildings will ensure upkeep of infrastructure for these essential divisions.

DISCUSSION:

Four bids were received before the deadline at 11 a.m. on June 8, 2023; as follows:

1) North Star Development	\$63,715.57
2) Hooven & Reese, Inc.	\$67,808.00
3) Adams Commercial General Contracting, Inc.	\$75,974.00
4) Staples Construction	\$86,489.52

Staff recommends the Council award the contract to North Star Development as the lowest responsible bidder.

BUDGET/FISCAL IMPACT:

The contract amount is within the budget allocation for the 2022/23 Fiscal Year. The contract is allocated under the following GL Accounts:

- 207-50-45-57600 (Streets)—10%
- 101-50-61-57800 (Corporation Yard)—40%
- 661-60-64-55400 (Water Treatment)—10%
- 662-60-67-55400 (Wastewater Treatment Building Maintenance)—20%
- 662-60-67-57300 (Wastewater Treatment Capital Building)—20%

ATTACHMENTS:

Bid_Summary_Corp Yard Sidings Project (PDF)