

STAFF REPORT

City Council Consent Item

DATE: February 20, 2024

TO: Honorable Mayor and Council Members

FROM: Bob Natt, General Services Superintendent

SUBJECT: **Approval of a Contract with GR Sundberg Inc. for a Minor Concrete Maintenance and Repair Project; *Resolution 2024-04***

STAFF RECOMMENDATION:

Adopt *Resolution 2024-04* approving a Contract for a Minor Concrete Maintenance and Repair Project with GR Sundberg Inc.

EXECUTIVE SUMMARY:

The purpose of the Contract for Minor Concrete Maintenance and Repair Project (“Contract”) is to contract with a qualified paving contractor to provide routine minor repairs and maintenance for City streets, gutters, and sidewalks on an on-call basis, for an amount not to exceed \$100,000.00 (one hundred thousand dollars) for the one-year term of the Contract.

Section 2.50.070.D of the Fortuna Municipal Code provides that formal bidding is not required for individual on-call projects when the City Council finds that a negotiated contract best serves the City due to the nature of the contractual service. A standard public bidding process would not be appropriate for this Contract due to the on-call nature of the Contract and the importance of selecting a contractor who has the qualifications, equipment, crew, and availability to respond promptly to requests and to perform the work expeditiously, economically, effectively and safely.

Staff requested informal proposals from four concrete contractors and received three proposals, one from GR Sundberg Inc., one from Mercer Fraser Company, and one from RAO Construction. After a review of the unit pricing for both bids, staff has selected to negotiate a Contract with GR Sundberg Inc. to provide the on-call maintenance and repair services for the City. Specifically GR Sundberg Inc. was determined to bid the lowest pricing for curb and gutter, corner ramps, and driveway approaches, which are the work items staff, plan to complete most often in this year’s contract task orders.

FINANCIAL IMPACT:

The Contract is not to exceed \$100,000.00 (one hundred thousand dollars) during the one-year term unless authorized in writing. The actual cost will depend on how much work is required during the one-year term. The actual cost could be less than the not-to-exceed amount depending on the need for services, or higher than the not-to-exceed amount if authorized due to the need for services. The City Budget for Fiscal Year 2024-2025 includes \$50,000 (fifty thousand dollars) in the Annual Concrete Project CIP 9073 (fund 275), and \$15,000 (fifteen thousand dollars) in ADA parking

improvements under fund 260 (TDA non-transit), with the remaining being for miscellaneous items.

RECOMMENDED COUNCIL ACTION:

1. Adopt *Resolution 2024-04* by Consent Agenda Vote;

Attachments:

- *Bid Tabulation of Received Bids*
- *Resolution 2024-04 A Resolution of the City Council of the City of Fortuna Approving the Contract for Minor Street Maintenance and Repair Project with GR Sundberg Inc.*