

STAFF REPORT

BOARD MEETING DATE: August 13, 2024

CATEGORY: Consent Calendar 12

SUBJECT: Take the following actions regarding the “Redwood Blvd Parking Lot Project,” Contract No. 610957 (Contract): (1) Reject the bids from Giles Excavating and Zeis Construction as non-responsive; (2) award the Contract to the lowest responsive and responsible bidder, Sunrise Excavating, on a lump sum basis in the amount of \$241,290; and (3) approve and authorize the Public Works Director, or their designee, to sign a Notice of Completion and record it within 15 days of actual completion of the work.

DEPARTMENT: Public Works

SUPERVISORIAL DISTRICT #: All

DEPARTMENT CONTACT: Shawn Ankeny, Principal Engineer, (530) 225-5661

STAFF REPORT APPROVED BY: Troy Bartolomei, Public Works Director

<u>Vote Required?</u>	<u>General Fund Impact?</u>
Simple Majority Vote	No Additional General Fund Impact

RECOMMENDATION

Take the following actions regarding the “Redwood Blvd Parking Lot Project,” Contract No. 610957 (Contract): (1) Reject the bids from Giles Excavating and Zeis Construction as non-responsive; (2) award the Contract to the lowest responsive and responsible bidder, Sunrise Excavating, on a lump sum basis in the amount of \$241,290; and (3) approve and authorize the Public Works Director, or their designee, to sign a Notice of Completion and record it within 15 days of actual completion of the work.

DISCUSSION

On December 19, 2023, the Board of Supervisors approved a spending plan for the American Rescue Plan Act (ARPA) dollars. The plan included funds to support a remodel and renovation project needed for Sheriff operations. Interior remodel modifications are complete. Parking lot improvements are needed to complete the renovation.

On June 17, 2024, the Board approved plans and specifications and authorized bidding for the parking lot improvements. On July 18, 2024, four (4) bids were received and opened. The Low Bidder, Giles Excavating and Paving, Inc., is considered non-responsive. They did not provide the required bidder's bond form in their bid package. The Second Bidder, Zeis Construction, Inc., is also considered non-responsive. Their bid was missing the contractor's signature.

Section 00 21 13, “Instruction to Bidders,” paragraph 1.3, “Required Bid Form,” of the project Contract Book states, “All bidders must submit bids on the forms provided in Section 00 41 13 “Bid Form”. County will reject as non-responsive any bid not submitted on the required form. Bids must be full and complete. Bidders must complete all bid items and supply all information required by the bidding documents and specifications. County reserves the right in its sole discretion to reject any bid as non-responsive as a result of any error or omission in the bid. Bidders may not modify the Bid Form or qualify their bids. ... The Bid Form shall be signed by the bidder's legal representative as indicated on the Bid Form.”

Section 00 21 13, “Instruction to Bidders,” paragraph 1.4, “Required Bid Security,” of the project Contract Book states, “... Bidders shall use the required form of corporate surety bond contained in Section 00 43 13, “Bidders Bond.” County will reject as non-responsive any bid submitted without the required bid security...”

Staff recommends that the bid be awarded to the lowest responsive and responsible bidder, Sunrise Excavating, in the amount

of \$241,920. The bid is 12% below the Engineer's Estimate.

ALTERNATIVES

The Board may decline to reject the non-responsive bids, or the Board may also decline to award the project at this time. Declining the award of this project is not recommended. The project will benefit the Sheriff's operations. In addition, ARPA funds are required to be committed by December 31, 2024. Time is of the essence. The Board may decline to authorize the filing of the Notice of Completion. The lien period would extend for 90 days instead of 30. Final payment to the Contractor would be delayed by 60 days.

OTHER AGENCY INVOLVEMENT

The Sheriff's Office has been involved throughout the process. County Counsel has approved the contract documents as to form. Risk Management has approved the contract documents. The recommendation has been reviewed by County Counsel and the County Administrative Office. County Counsel concurs with the recommendation to reject the two lowest bids.

FISCAL IMPACT

The total estimated cost of this project is \$385,000, including design, construction, project administration, and contingencies. Sufficient appropriations are included in the Fiscal Year 2024-25 Land Buildings and Improvements Budget. ARPA revenue will fund the project.

ATTACHMENTS:

1: Bid Summary Detail