



CITY OF CLEARLAKE

City Council

| STAFF REPORT | |
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| SUBJECT: Consideration of Award of Bid for the City Hall Remodel Project | MEETING DATE: July 6, 2023 |
| SUBMITTED BY: Melissa Swanson, Administrative Services Director/City Clerk | |
| PURPOSE OF REPORT: <input type="checkbox"/> Information only <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Action Item | |

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

The City Council is being asked to award the bid for the City Hall Remodel Project to the lowest responsible bidder, Adams Commercial General Contracting, Inc., for \$1,281,110 and authorize the City Manager to approve change orders up to 10% of the contract price.

BACKGROUND/DISCUSSION:

The American Rescue Plan Act of 2021 (“ARPA”) provided \$350 billion in funding to state and local governments to mitigate the fiscal effects of the COVID-19 emergency. ARPA also established the Coronavirus Local Fiscal Recovery Fund (“CLFRF”) for local government allocations and provide flexibility for each government to meet local needs to respond to the COVID-19 public health emergency and to support various activities to decrease the spread of the virus. The funds must be encumbered by December 31, 2024 and spent by December 31, 2026.

As your Council is aware, the City Hall building has been in existence under several different uses, from a Safeway grocery store in the late 70’s and early 80’s, a clothing store in the late 80’s and early 90’s, to finally become City Hall in 1996. Since then, there have been little improvements or changes to the office spaces or restrooms, including flooring, shelving, cubicles and furniture.

The City of Clearlake received \$2.87 million in ARPA funding and will use those funds, in part, to fund capital improvements to City Hall to implement COVID-19 mitigation tactics. Highlights of those improvements include updating the public and employee restrooms to touchless fixtures, improved privacy stalls, and shower facilities. Additionally, the police lobby and window area will have more open space and an improved customer service window. The administration lobby area will be remodeled to make the temporary protective countertop sneeze guard

currently in place at the front counter into a permanent fixture. The remodel also includes plans to improve security at the administration front counter with electronic entry points for employees, identical to the system at the police department entrances. Finally, to prevent the spread of COVID-19 or other infectious disease, the remodel plan includes transitioning the administration workplace from open and shared cubicle spaces to individual offices.

The City Hall Remodel Project was released on Wednesday, May 31st and the bids were opened on Tuesday, June 27th. There were six bids submitted via the City’s OpenGov Procurement portal.

| Name | Total Bid Price |
|--|-----------------|
| Adams Commercial General Contracting, Inc. | \$1,281,110 |
| REM Construction, Inc. | \$1,357,719 |
| DMR Builders | \$1,361,112 |
| FRC, Inc. | \$1,548,000 |
| Kirby Constructions Company, Inc. | \$1,560,000 |
| GCCl, Inc. | \$1,615,000 |

OPTIONS:

1. Move to award the bid for the City Hall Remodel Project to the lowest responsible bidder, Adams Commercial General Contracting, Inc., for \$1,281,110 and authorize the City Manager to approve change orders up to 10% of the contract price.
2. Other direction

FISCAL IMPACT:

None \$1,281,110 Budgeted Item? Yes No

Budget Adjustment Needed? Yes No If yes, amount of appropriation increase:
\$

Affected fund(s): General Fund Measure P Fund Measure V Fund
 Other: Designated ARPA Funds

Comments:

STRATEGIC PLAN IMPACT:

- Goal #1: Make Clearlake a Visibly Cleaner City
- Goal #2: Make Clearlake a Statistically Safer City
- Goal #3: Improve the Quality of Life in Clearlake with Improved Public Facilities

- Goal #4: Improve the Image of Clearlake
- Goal #5: Ensure Fiscal Sustainability of City
- Goal #6: Update Policies and Procedures to Current Government Standards
- Goal #7: Support Economic Development

SUGGESTED MOTIONS:

Move to award the bid for the City Hall Remodel Project to the lowest responsible bidder, Adams Commercial General Contracting, Inc., for \$1,281,110 and authorize the City Manager to approve change orders up to 10% of the contract price.

Attachments: