



City Council Agenda Report

Meeting Date: September 10, 2024
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Approved By: Gabriel Engeland

Subject: Adopt a Resolution awarding the construction contract for the Lincoln Park Drinking Fountains Project CF-01030 to EPS, Inc. of San Mateo, California as the lowest responsible bidder submitting a responsive bid with a Base Bid amount not-to-exceed \$98,000, and up to 15% contingency, if needed, in the amount not-to-exceed \$14,700, for a total construction amount not-to-exceed \$112,700.

COUNCIL PRIORITY AREA

- Business Communities
- Circulation Safety and Efficiency
- Environmental Sustainability
- Housing
- Neighborhood Safety Infrastructure
- General Government

RECOMMENDATION

Adopt a Resolution authorizing the City Manager to execute a construction contract with EPS, Inc. dba Express Plumbing of San Mateo, California in an amount not-to-exceed \$98,000, and up to 15% contingency not-to-exceed \$14,700, for a total amount not-to-exceed \$112,700, to complete the Lincoln Park Drinking Fountains project.

FISCAL IMPACT

The construction will be the Base Bid in the amount not-to-exceed \$98,000, and up to 15% contingency, if needed, in the amount not-to-exceed \$14,700 for a total amount not-to-exceed \$112,700.

The funding sources for the construction contract include:

- \$180,000 approved budget for CF-01030 from funding source In-Lieu Park Fund.
- \$40,000 Grant from Los Altos Rotary Endowment Fund

Funds already encumbered to the project:

- BKF Engineers (Design services) \$16,816
- Ferguson, Inc. (Drinking fountains) \$20,538.68

ENVIRONMENTAL REVIEW

The proposed project is exempt from environmental review pursuant to section 15301 of the state guidelines for the California Environmental Quality Act (CEQA) as the proposed project is consisting of exterior alterations involving such things as plumbing conveyances.

PREVIOUS COUNCIL CONSIDERATION

None

BACKGROUND

The FY 23/24 Capital Improvement and Major Maintenance Program included Project CF-01030 which intends to provide new drinking fountains at various park locations throughout the City that include bottle fillers and dog bowl fountains. Lincoln Park was identified to receive two new drinking fountains based on programmed uses and a \$40,000 funding grant from the Rotary Club of Los Altos. Staff worked with the Rotary Club of Los Altos to select drinking fountain products that would meet the needs of Rotarians, City staff and the community. Staff and Rotary Club members also worked together to identify suitable locations for the new drinking fountains.

ANALYSIS

The construction contract includes the sewer and water utilities and connections. It also includes installing the drinking fountains, which were purchased by the City. Engineered plans were completed and permitted by BKF Engineers in Summer of 2024. Staff released the construction documents for public bidding on July 18, 2024, posting the project to the City of Los Altos Request for Bids webpage. A Notice to Contractors was published in the Los Altos Town Crier on July 24 and July 31, 2024. A pre-bid conference was held on August 07, 2024 at the project site with two (2) contractors in attendance. Nine (9) sealed bids were received on August 14, 2024 and read aloud in the Los Altos Council Chambers. The Engineer's Estimate was \$110,000. The Base Bid includes all critical improvements necessary to complete the project. The EPS, Inc. bid was 89% of the Engineer's Estimate.

DISCUSSION

EPS, Inc. dba Express Plumbing of San Mateo submitted the lowest responsive proposal in the amount of \$98,000 for the specified plumbing and installation of the drinking fountains at Lincoln Park. With a \$14,700 construction contingency, the full cost of plumbing and installation will not exceed \$112,700.

ATTACHMENTS

- 1. Resolution No. #####**
- 2. Los Altos Rotary Endowment Fund Letter dated June 22, 2023**