



## Legislation Details (With Text)

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<b>Title:</b>	CONSIDER APPROVAL OF PLANS, SPECIFICATIONS AND ESTIMATES, AND AUTHORIZATION TO ADVERTISE FOR CONSTRUCTION BIDS FOR PROJECT NO: 1666 - CITY HALL CARPET IMPROVEMENTS (CITY COUNCIL)				
<b>Sponsors:</b>					
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<b>Attachments:</b>	1. Exhibit No. 1 - Location Map				

Date	Ver.	Action By	Action	Result
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## Report to Mayor and City Council

Tuesday, May 18, 2021

Consent

### SUBJECT:

**CONSIDER APPROVAL OF PLANS, SPECIFICATIONS AND ESTIMATES, AND AUTHORIZATION TO ADVERTISE FOR CONSTRUCTION BIDS FOR PROJECT NO: 1666 - CITY HALL CARPET IMPROVEMENTS (CITY COUNCIL)**

### I. SUMMARY

Staff was directed to work on the removal and replacement of carpet inside the City Council Chamber and the lobby area at the ground floor of the City Hall Building. The upgrade to the entrance of the restroom adjacent to the Council Chamber was also recommended as part of the project. The plans, specifications and estimates (PS&E) for Project No. 1666: City Hall Carpet Improvements and Bathroom Upgrade have been completed. The total estimated cost for this project is \$251,700.00.

Staff has been working with the City Hall/Community Center Renovation Ad Hoc Committee comprised of Mayor Lula Davis-Holmes and City Councilmember Jawane Hilton. The Committee selected the materials and colors for the architect to use. The materials and color boards are available for City Council viewing in the City Hall Executive Conference room upon request. Staff is requesting that the City Council approve the PS&E and authorize staff to advertise this project for construction bids.

## **II. RECOMMENDATION**

TAKE the following actions:

1. APPROVE the plans, specifications and estimates, and order the work for Project No: 1666 - City Hall Carpet Improvements and Bathroom Upgrade.
2. AUTHORIZE staff to advertise and call for construction bids for Project No: 1666 - City Hall Carpet Improvements and Bathroom Upgrade.

## **III. ALTERNATIVES**

1. DO NOT APPROVE the PS&E and the call for bids.
2. TAKE another action the City Council deems appropriate consistent with the requirements of the law.

## **IV. BACKGROUND**

The condition of the existing carpet at the second floor and the lobby area of the City Hall building were identified last spring as an important project to undertake for reasons of health and safety for city hall employees and patrons. This investigation and determination occurred after the Capital Improvement Program ("CIP") funding for FY 20/21 had been adopted by City Council.

In the interest of serving the public interest, staff proceeded with the design of the removal and replacement of carpet through the on-call engineering task order process. The City retained the services of Westberg and White, Inc. (the "Architect") to conduct a full assessment of the carpet. The goal of the project is to complete the removal and replacement of the carpet while access by the public to City Hall is limited.

The City Hall Carpet Improvements includes the removal and replacement of carpet inside the City Council Chamber and the lobby area at the ground floor of the City Hall Building, to match with the Chamber's existing furniture. It also includes the renovation of the entrance to the restroom adjacent to the Council Chamber given that the existing tile on the wall is considered old and outdated.

On February 2021, the Architect submitted the illustrative board showing various recommendations of carpet patterns/samples and colors for the areas where carpet will be removed and replaced based on existing available floor plans. The carpet patterns and materials samples were presented to the Ad Hoc Committee for review and approval. Colors and patterns were selected with minor changes and suggestions from the Ad Hoc Committee, and the Architect proceeded with the completion of the final plans and specifications.

On May 6, 2021, the Architect completed the final plans, specifications and estimates for Project No. 1666: City Hall Carpet Improvements and Bathroom Upgrade, consistent with

the city's direction for all the components of the project, they are ready for construction bids, and are on file in the City Engineer's office.

The anticipated project schedule is as follows:

Council PS&E approval	May 18, 2021
Advertisement for Bids	June 2021
Award of Contract	July 2021
Construction starts	August 2021
Construction complete	October 2021

## V. **FISCAL IMPACT**

No funding is being requested as part of this staff report. Staff is asking for approval of the PS&E and authorization to advertise the work for construction bid. The preliminary estimated construction cost of the project is \$251,700.00. If the City Council approves proceeding with the advertisement of the project for construction bids, staff will return to City Council when bids are received to fund this project. We will ask that funds be appropriated from the unspent balance of the Carson General Fund.

Anticipated project costs:

Description	Estimated Project Cost
Construction Cost	\$ 218,000.00
Construction Contingency (15%)	\$ 32,700.00
Publication / Printing	\$ 1,000.00
<b>Total</b>	<b>\$ 251,700.00</b>

## VI. **EXHIBITS**

1. Location Map (pg. 4)

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