



CITY OF COSTA MESA

77 Fair Drive
Costa Mesa, CA 92626

Agenda Report

File #: 24-273

Meeting Date: 7/16/2024

TITLE:

ACCEPTANCE OF THE INFORMATION TECHNOLOGY DEPARTMENT REMODELING PROJECT, CITY PROJECT NO. 22-09

DEPARTMENT: PUBLIC WORKS DEPARTMENT/GENERAL SERVICES
DIVISION

PRESENTED BY: RAJA SETHURAMAN, PUBLIC WORKS DIRECTOR

CONTACT INFORMATION: PATRICK BAUER, DEPUTY PUBLIC WORKS DIRECTOR, (714) 754-5029

RECOMMENDATION:

Staff recommends the City Council:

1. Accept the work performed by Builtall, 4712 East 2nd Street, #520, Long Beach, California 90803, for the Information Technology Department Remodeling Project, City Project No. 22-09, and authorize the City Clerk to file the Notice of Completion.
2. Authorize the City Manager to release the retention monies thirty-five (35) days after the Notice of Completion filing date, release the Labor and Material Bond seven (7) months after the filing date, and release the Faithful Performance Bond at the conclusion of the one-year warranty period.

BACKGROUND:

On September 5, 2023, a construction contract in the amount of \$255,020 was awarded to Builtall for the Information Technology (I.T.) Department Remodeling Project.

The I.T. Department Remodeling Project was initially approved during Fiscal Year 2016-17 in anticipation of the additional staffing due to the implementation of the Five-Year Information Technology Strategic Plan (ITSP). However, due to the onset of the COVID-19 pandemic, the project was temporarily deferred.

This project accommodated the increased I.T. Department staffing by reconfiguring the first-floor space, demolishing and constructing walls in strategic locations, relocating electrical and data points of connections, painting, and installation of associated smoke detectors, carpeting and lighting improvements. The project also converted one office and attached storage vault on the third floor of City Hall to two offices by demolishing and reconstructing an existing wall, along with mechanical, electrical, data, lighting, smoke detectors, paint, and carpeting improvements.

The construction is now complete and is ready to be accepted by the City Council.

ANALYSIS:

The work required by the contract documents was completed on May 1, 2024, to the satisfaction of the Deputy Public Works Director and the City Engineer. The final contract cost amounted to \$225,953.77. A report of the final costs is included as Attachment 1.

A summary of the costs is as follows:

Initial Contract Cost:	\$ 255,020.00
Final Payment Adjustments:	<u>(\$ 29,066.23)</u>
Final Contract Cost:	\$ 225,953.77

The final contract price reflects a 11.4% decrease to the original contract as a result of final payment and quantity adjustments.

As of this date, there are no Stop Notices filed against the monies due to Builtall.

Therefore, staff recommends that the City Council accepts this project as complete and authorize the City Clerk to file the Notice of Completion.



BEFORE

AFTER

ALTERNATIVES:

This item is administrative in nature.

FISCAL REVIEW:

The project was funded from appropriated Capital Improvement Fund (Fund 401). The remaining project balance of \$29,066.23 will be returned to the Fund Balance in the Capital Improvement Fund after the purchase order is closed.

LEGAL REVIEW:

The City Attorney's Office has reviewed this agenda report and approves it as to form.

CITY COUNCIL GOALS AND PRIORITIES:

This project worked towards achieving the following City Council goal:

- Maintain and Enhance the City's Infrastructure, Facilities, Equipment, and Technology.

CONCLUSION:

Staff recommends the City Council:

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2. Authorize the City Manager to release the retention monies thirty-five (35) days after the Notice of Completion filing date, release the Labor and Material Bond seven (7) months after the filing date, and release the Faithful Performance Bond at the conclusion of the one-year warranty period.