



## **STAFF REPORT**

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### **Resolution Approving Plans and Specifications, Authorizing Advertisement for Sealed Bids, Approving Award of Contract to the Lowest Responsible Bidder for an Amount Not to Exceed \$144,000, Approving a Construction Contingency Not to Exceed \$6,000 and Authorizing the City Manager to Execute a Contract for Patricia Wharton Park and Alameda Gateway Improvements, City Contract No. 461**

June 8, 2004

Honorable Mayor and City Council:

#### **Summary**

City Contract No. 461, Patricia Wharton Park and Alameda Gateway Improvements, will provide for improvements to two City landscaped areas. Improvements will generally consist of new pathways, landscaping, irrigation and benches at both sites. The improvements at the Alameda Gateway (at the San Mateo border) will also include a stone monument sign identifying this entry into Belmont. The project is recommended by the Parks & Recreation Commission.

#### **Background and Discussion**

The design process for this project included two Park & Recreation Commission meetings. At the first meeting on March 4, 2004 the landscape architect, Callander Associates, presented design options for each site. Based on suggestions and comments made by the public and Commissioners the landscape architect presented refined options at the April 7, 2004 Commission meeting.

Notices for both Commission meetings were posted at each site 10 days prior to the meetings and notices were emailed to both the Cipriani and Central Neighborhood Associations.

The recommended project includes the following improvements:

##### Patricia Wharton Park

- New concrete pathways
- New ADA access ramps on sidewalks
- New landscaping and irrigation
- Additional park benches
- Relocate existing park sign

##### Alameda Gateway

- New "Belmont" monument sign (on east side of Alameda)
- New concrete pathways

- New ADA access ramps on sidewalks
- New landscaping and irrigation
- One park bench

The cost estimate for all work at both sites is \$144,000. In order to insure completion of the key portions of the project three items will be bid as alternates:

- 1) Sidewalk at Alameda Gateway (east side)
- 2) Sidewalk at Alameda Gateway (west side)
- 3) Landscaping at Alameda Gateway (west side)

Although the three alternates are included the \$144,000 estimate, bidding these items as alternates insures that all the improvements at Patricia Wharton Park and the monument sign and landscaping on the east side of the Alameda Gateway can be completed.

### Project Schedule

The following project schedule is recommended:

Approve plans, Call for bids	June 8
Open Bids	July 14
Award Contract	July 30
Start Work	August 16
Complete Project	October 15

### **Fiscal Impact**

The funding for the project is included in the FY 2005 Park Improvement fund Budget. A total of \$150,000 is available.

The estimate for all work is \$144,000. A construction contingency of \$6,000 is included in the funding.

Funding is available in account 341-4524-8049-9030.

If the lowest responsible base bid exceeds the budgeted amount, staff will bring a recommendation to Council to either award with justification or to reject all bids.

### **Recommendation**

It is recommended the City Council approve City Contract No. 461, Improvements to Patricia Wharton Park and Alameda Entry. It is further recommended that the City Council authorize advertising for sealed bids from qualified contractors, and approve award of contract to the lowest responsible bidder for an amount not to exceed \$144,000. It is further recommended that Council authorize the City Manager to execute a contract with the lowest responsible bidder. Finally, it is recommended that Council authorize a construction contingency of \$6,000 to be administered by the City Manager to address additional work or unforeseen conditions that arise during construction.

**Alternatives**

- (1) Refer back to staff for further information.
- (2) Deny the request.

**Attachments**

- (1) Resolution.
- (2) Site plans.

Respectfully submitted,

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Karl Mittelstadt  
Director of Parks & Recreation

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Jere A. Kersnar  
City Manager

RESOLUTION NO. \_\_\_\_\_

CITY OF BELMONT  
SAN MATEO COUNTY, CALIFORNIA

RESOLUTION OF THE CITY OF BELMONT APPROVING PLANS AND SPECIFICATIONS,  
AUTHORIZING ADVERTISEMENT FOR SEALED BIDS, APPROVING AWARD OF CONTRACT TO  
THE LOWEST RESPONSIBLE BIDDER FOR AN AMOUNT NOT TO EXCEED \$144,000, APPROVING  
A CONSTRUCTION CONTINGENCY NOT TO EXCEED \$6,000 AND AUTHORIZING THE CITY  
MANAGER TO EXECUTE A CONTRACT FOR PATRICIA WHARTON PARK AND ALAMEDA  
GATEWAY IMPROVEMENTS CITY CONTRACT NO. 461

WHEREAS, the City of Belmont owns and maintains landscaped areas known as Patricia Wharton Park and the Alameda Gateway; and,

WHEREAS, Patricia Wharton Park and the Alameda Gateway are in need of improvement; and,

WHEREAS, the Parks and Recreation Commission has reviewed and recommends the improvement plan for the Patricia Wharton and the Alameda Gateway Project; and

WHEREAS, Park Improvement funds have been budgeted in the FY 2005 budget for this project.

NOW, THEREFORE, BE IT RESOLVED:

1. The City Council approves City Contract No. 461 Plans and Specifications.
2. The City Council authorizes advertisement for sealed bids from qualified contractors.
3. The City Council approves award of contract to the lowest responsible bidder for an amount not to exceed \$144,000.
4. The City Council authorizes the City Manager to execute a contract with the lowest responsible bidder.
5. The City Council authorizes a construction contingency of \$6,000 for the project to be administered by the City Manager during construction.
6. Funding shall be from Park Improvement Fund, Account No. 341-4524-8049-9030.

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I hereby certify that the foregoing Resolution was duly and regularly passed and adopted by the City Council of the City of Belmont at a regular meeting thereof held on June 8, 2004, by the following vote:

AYES, COUNCILMEMBER(S): \_\_\_\_\_

NOES, COUNCILMEMBER(S): \_\_\_\_\_

ABSTAIN, COUNCILMEMBER(S): \_\_\_\_\_

ABSENT, COUNCILMEMBER(S): \_\_\_\_\_

\_\_\_\_\_  
CLERK of the City of Belmont

APPROVED:  
\_\_\_\_\_

MAYOR of the City of Belmont