



## **Staff Report**

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RESOLUTION ACCEPTING WORK, APPROVING AS-BUILT PLANS, AND AUTHORIZATION TO ISSUE A NOTICE OF SUBSTANTIAL COMPLETION FOR THE NORTH ROAD PUMP STATION GENERATOR INSTALLATION PROJECT, CITY CONTRACT NUMBER 497

Honorable Mayor and Council Members:

### **Summary**

The City Council is requested to accept the work and authorize issuance of a Notice of Substantial Completion to Rodan Builders, Inc., for the North Road Pump Station Generator Installation Project, City Contract Number 497.

### **Background**

On October 28, 2008, City Council approved advertisement for sealed bids and award of City Contract Number 497 to the lowest responsible bidder. The scope of work included stand-by generator installation at the existing pump station. The City received six bids for this project. Rodan Builders, Inc. submitted the lowest responsible bid and was awarded the project on January 21, 2009.

### **Discussion**

The project's construction phase started in February 2009 and completed in May 2009. The Department of Public Works staff has inspected the contractor's work and finds it substantially completed in accordance with the contract documents. As-Built plans are available for review. Upon completion of the punch list items, the City Clerk's Office will ask the County to record a Notice of Completion to close out this project.

### **General Plan/Vision Statement**

This project is consistent with the General Plan General Community Goals and Policies section (Paragraph 1015), which states "To provide public services efficiently and at a level adequate to serve an ultimate population of about 28,000" and with the General Plan Public Facilities and Services Goals section (Paragraph 2041), which states "To provide public services at a level adequate to ensure public safety, health and welfare at the lowest possible cost; to establish and maintain all essential public services and facilities in a manner that ensures continued operation in time of emergency."

**Fiscal Impact**

The original contract with contingency was \$38,000. Funding for this contract was from the CIP FY 2008/09 Project Account 503-4326-7023-9030. The final contract cost is \$38,000.

**Public Contact**

Residents of the area adjacent to the project were notified prior to construction, and this item was noticed on the posted agenda.

**Recommendation**

It is recommended that the City Council accept the work as substantially complete, approve As-Built plans, and authorize issuing a Notice of Substantial Completion for the North Road Pump Station Generator Installation Project, City Contract Number 497.

**Alternatives**

1. Refer back to staff for additional information.
2. Deny approval
3. Take no action

**Attachments**

- A. Resolution

Respectfully submitted,

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Bozhena Palatnik, PE  
Associate Civil Engineer

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Karen Borrmann, PE  
Interim Director of Public Works

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Jack R. Crist  
City Manager

Staff Contact:  
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Director of Public Works  
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**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELMONT  
ACCEPTING WORK, APPROVING AS-BUILT PLANS, AND AUTHORIZATION  
TO ISSUE A NOTICE OF SUBSTANTIAL COMPLETION FOR THE NORTH ROAD  
PUMP STATION GENERATOR INSTALLATION PROJECT,  
CITY CONTRACT NUMBER 497**

**WHEREAS**, on October 28, 2008, City Council approved advertisement for sealed bids and award of City Contract Number 497 to the lowest responsible bidder; and,

**WHEREAS**, Rodan Builders, Inc. was awarded the contract on January 21, 2009; and,

**WHEREAS**, the project was completed in May 2009 with the final contract cost of \$38,000; and,

**WHEREAS**, funding is from the FY09 budget project account number 503-4326-7023-9030; and,

**WHEREAS**, the Project Engineer for City Contract Number 497 has reviewed the work performed under this contract and finds it to be in accordance with contract requirements.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Belmont:

1. Accepts the contract work as substantially complete.
2. Approves the As-Built plans for this project.
3. Accepts the final contract cost of \$38,000.
4. Directs the City Clerk's Office to issue a Notice of Substantial Completion to Rodan Builders, Inc.
5. Authorizes the City Clerk to request recordation of the Notice of Completion upon final closeout for the North Road Pump Station Generator Installation Project, City Contract Number 497.

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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 July 14, 2009, by the following vote:

AYES, COUNCILMEMBERS: \_\_\_\_\_

NOES, COUNCILMEMBERS: \_\_\_\_\_

ABSTAIN, COUNCILMEMBERS: \_\_\_\_\_

ABSENT, COUNCILMEMBERS: \_\_\_\_\_

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

APPROVED:

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MAYOR of the City of Belmont