



**MEMORANDUM**

**DATE:** September 13, 2021  
**TO:** Christine Daniel, City Manager  
**FROM:** Michael Roberts, Senior Civil Engineer  
**SUBJECT:** **Resolution Of The City Council Of The City Of Emeryville Accepting Child Development Center Rehabilitation Project No. EPW 19-114, (CIP No. 16475013) as Complete And Authorizing The City Engineer To File A Notice Of Completion With The Alameda County Clerk**

**RECOMMENDATION**

Staff recommends that the City Council adopt the above-entitled resolution.

**BACKGROUND**

On September 17, 2019, the Emeryville City Council approved the project scope of work for the construction of the Child Development Center Rehabilitation Project, EPW 19-114, CIP Project (FM-02), No. 16475013, found the project to be exempt under California Environmental Quality Act Guideline 15301(c), and authorized Public Bidding of the project once the plans and specifications were approved by the City Engineer.

The project was advertised on October 15, 2019, and two bids were received and opened on November 5, 2019.

On December 17, 2019, City Council adopted a Resolution to authorize the City Manager to enter into a Contract with Best Contracting Services Inc. of Gardena California in an amount not to exceed \$770,000 for the construction of the Child Development Center Rehabilitation Project No. EPW 19-114, (CIP No. 16475013). The scope of this Capital Improvement Project included roof tear-off and reroofing with 20-year warrantied system, window replacement and flashing installation, and awning replacement. In order for this work to be performed, the Emeryville Child Development Center (ECDC) operations had to be temporarily relocated. The City executed a short-term lease with the German School for that purpose and the costs of that lease, and relocation from and back to ECDC, were charged to the capital project.

Additionally, during the closure of ECDC while Best Contracting Services was fulfilling their contractual scope, other work was completed by various contractors including west playground resilient surfacing replacement, sewer lateral replacement, door hardware replacement, and HVAC system repair. Finally, during the building shutdown Public Works Maintenance staff painted the building interior. The costs of this additional work were covered by the project and other general maintenance funding.

## DISCUSSION

The Child Development Center Rehabilitation Project, EPW 19-114, CIP Project (FM-02), No. 16475013 is now complete and ready for acceptance. The total project costs include the work described above, as well as architect, inspection and project management services.

City Council acceptance of the project and authorization for the City Engineer to file a Notice of Completion with the County Clerk memorializes project completion and finalization of the Best Contracting Services Inc. contract.

## FISCAL IMPACT

The following final project cost and funding sources are identified below:

	Vendor	Amount	Fund
Work Completed	Best Contracting Services	\$734,118.22	650 – Major Maintenance
Work Completed	Various Contractors and Vendors	\$150,555.14	650 – Major Maintenance 475 – General Capital

Total payment made to Best Contracting Services Inc. was \$734,118 which is \$35,881 less than the original contract amount due to there being less supplemental work performed than was originally anticipated. As noted above, relocation expenses and soft costs were covered by the project, as well as additional facility improvement work able to be undertaken during the shutdown necessary for the roofing work.

## STAFF COMMUNICATION WITH THE PUBLIC

**NONE.**

## CONFLICT OF INTEREST

None.

## CONCLUSION

Staff recommends that the City Council adopt the above titled resolution.

**PREPARED BY:** Michael Roberts, P.E., Senior Civil Engineer – Public Works

**APPROVED AND FORWARDED TO THE  
CITY COUNCIL OF THE CITY OF EMERYVILLE:**



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Christine Daniel, City Manager

**ATTACHMENTS**

- Draft Resolution