

STAFF REPORT

CITY OF YORBA LINDA

Parks and Recreation Department

DATE: JUNE 2, 2009

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: SUSAN LETO, DIRECTOR OF PARKS AND RECREATION 

PREPARED BY: STEVE CAMPBELL, PARKS AND FACILITIES SUPERINTENDENT

SUBJECT: ACCEPTANCE OF IMPROVEMENTS – YORBA LINDA CITY HALL – EMERGENCY BACKUP GENERATOR REPLACEMENT PROJECT

RECOMMENDATION

It is recommended that the City Council take the following actions:

- Accept the improvements of the emergency backup generator constructed at the Yorba Linda City Hall completed by WestCo;
- Authorize the City Clerk to file a Notice of Completion with the County Recorder; and,
- Authorize the release of retention monies when appropriate to do so.

BACKGROUND/DISCUSSION

The City Council, at their regular meeting of October 21, 2008, awarded a contract to WestCo of Yorba Linda, California for the replacement of the existing emergency backup generator at Yorba Linda City Hall. The scope of work included the provision and installation of a new generator and automatic transfer system for the facility.

This is to certify that the contractor, WestCo, has completed the work required and the project is deemed 100 percent complete. A Change Order, which is in compliance with City Council Policy A-2, was required in order to provide temporary power to the building on installation day. By doing this, staff was able to keep the information systems operating and avoid disruptions to service.

FISCAL IMPACT

On October 21, 2008, the City Council appropriated \$147,400 from the General Fund Reserves to fund the project at \$134,000 with a 10% contingency of \$13,400. Funding for this project in the amount of \$140,162.28 has been appropriated in account #008.4.511.6306. The following is a financial summary of the project:

Construction

Awarded Base Contract Amount	\$134,000.00	
Change Order #1	3,085.00	
Revised Contract Amount		\$137,085.00

Permitting

Southern California Air Quality Management District	\$ 3,077.28	
Total Permitting Fees		<u>\$ 3,077.28</u>

Total Project Expenditures **\$140,162.28**

RECOMMENDATION

It is recommended that the City Council take the following actions:

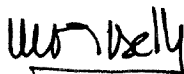
- Accept the improvements of the emergency backup generator constructed at the Yorba Linda City Hall completed by WestCo;
- Authorize the City Clerk to file a Notice of Completion with the County Recorder; and,
- Authorize the release of retention monies when appropriate to do so.

ALTERNATIVES

The work has been completed in accordance with the plans, specifications and contract documents and there are no reasonable alternatives available to the City Council.


Attachment: Change Order No. 1

Approved by:

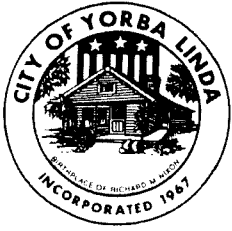


William R. Kelly
Interim City Manager

Certified as to Fiscal Impacts:



Susan L. Hartman
Finance Director



City of Yorba Linda Department of Parks and Recreation

Change Order No. 1

C.O. Initiation Date: May 11, 2009

Project: City Hall Emergency Backup Generator Replacement Project

Change Order Issued To: WestCo Electrical Contracting
18543 Yorba Linda Blvd., Suite #335
Yorba Linda, CA 92886
Attn: John Nichols
714-470-3330

Change Order Requested By: City of Yorba Linda

Change: The following changes are hereby made to the contract:

COR #01 Provide temporary power to the City Hall building during delivery and installation of new generator

Justification for Change: Providing temporary power during the changeover will keep critical systems available for off-site facilities. Phone systems, internet, intranet, recreation registration software, and City website will remain functional during power outage at City Hall.

Change to Contract Price: Original Contract Amount: \$ 134,000.00

Amount of Change:
COR #01 \$ 3,085.00

Revised Contract Amount: \$ 137,085.00

Change to Contract Time: Number of Working Days 0

Attachments: COR #01, Dated May 11, 2009, email

Approvals:

Recommended by: City of Yorba Linda
Parks and Recreation Department

William R. Kelly, Interim City Manager

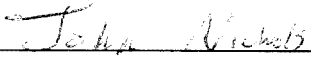


Susan Leto, Director of Parks and Recreation

Recommended by: Contractor, WestCo Electrical Contracting



Signature of Authorized Representative



Name



Title

Not valid until Authorized by the City. Signature of Contractor's Authorized Representative indicates agreement with adjustments to the Contract Sum and Contract Time as shown on the Change Order. This Change Order represents full and final settlement of all claims arising out of this modification including all claims for delay and disruptions resulting from, caused by, or incidental to such modifications.