



CITY OF SALINAS COUNCIL STAFF REPORT

DATE: JULY 2, 2019

DEPARTMENT: PUBLIC WORKS DEPARTMENT

FROM: DAVID JACOBS, P.E., L.S., PUBLIC WORKS DIRECTOR

BY: JONATHAN ESTEBAN, JUNIOR ENGINEER

TITLE: ON-CALL JOB ORDER CONTRACT FOR SIDEWALK IMPROVEMENTS

RECOMMENDED MOTION:

It is recommended that City Council approve a resolution to:

1. Approve City of Salinas On-Call Job Order Contract for Sidewalk Improvements Specifications; and
2. Authorize the Public Works Director, in consultation with the City Attorney, to execute Amendments to Contract; and
3. Authorize the Public Works Director, in consultation with the City Attorney, to execute individual Job Order contracts; and
4. Authorize issuance of invitation to public bid, with bids to be opened on August 6, 2019.

RECOMMENDATION:

It is recommended that the City Council approve a resolution to:

1. Approve City of Salinas On-Call Job Order Contract for Sidewalk Improvements Specifications; and
2. Authorize the Public Works Director, in consultation with the City Attorney, to execute Amendments to Contract; and
3. Authorize the Public Works Director, in consultation with the City Attorney, to execute Individual Job Order contracts; and
4. Authorize issuance of invitation to public bid, with bids to be opened on August 6, 2019.

BACKGROUND:

Currently, the City does not have a method to issue individual work orders to work on the backlog of maintenance needs expeditiously. This On-Call Job Order Contract (JOC) for Sidewalk

Improvements allows the City to issue individual work orders to a contractor in an on-call contractor list to work on the backlog of CIP maintenance needs in a very short period of time.

Utilizing the On-Call JOC system allows the City to: Award contracts to repair sidewalk in the City right-of-way; Improve efficiency and economy in many Public Works projects by allowing contractors to bid with unit prices for multiple projects rather than bidding for every project, specifically; Enable staff to quickly assign a contractor to work as funding becomes available without having to develop plans/specifications and bid projects on a project-by-project basis to selected contractors.

The On-Call JOC is intended to be a two-year on-call contract for up to three contractors, with the opportunity to renew for another two years. Contractors perform work by issuing work orders under the same contract. This on-call contract calls for repair of sidewalks, driveways, construction of new ADA-compliant pedestrian access ramps; minor landscaping, repair or improvements to street sign and removal and replacement of trees throughout the City of Salinas. The Priority of work will be determined by multiple factors such as; Federal and state ADA mandates for accessibility, City's backlog of sidewalk repairs, City's ADA transition plan priorities, and sidewalk repair list.

From the collective data, the Public Works Director, will authorize the distribution of projects, and will issue individual Job Orders to contractors to perform repairs.

On-Call Job Order Contract for Sidewalk Improvements Specifications are now complete and ready for bid procurement. Issuance of Work Orders will follow soon after City Council awards the contract to up to three On-Call Contractors, with a proposed initial construction contract to begin as early as Fall 2019.

This project is a continuation of the City's effort to repair and/or rehabilitate miscellaneous street-related work in areas that are deteriorated, damaged, or in need of repair, and/or make facility upgrades to meet current state or federal requirements.

CEQA CONSIDERATION:

The City of Salinas has determined that the project is exempt from the California Environmental Quality Act (CEQA) Guidelines (Section 15301(c), Class I) because the majority of the work will be maintenance of sidewalks, curb and gutters.

Furthermore, the project does not qualify for any of the exceptions to the categorical exemptions found at CEQA Guidelines Section 15300.2 as all exceptions do not relate to the project scope of work.

STRATEGIC PLAN INITIATIVE:

This project addresses the current City Council's Goals of "Safe Livable Community", "Excellent Infrastructure", and "Enhance Quality of Life". This On-Call Job Order Contract allows backlog of sidewalk and pedestrian ramp repairs to be completed in a timely manner to maintain and create a safer community for pedestrian travel and enhance the streetscape aesthetics throughout the city,

thereby promoting safer pedestrian opportunities along city streets and within residential neighborhoods.

DEPARTMENTAL COORDINATION:

Coordination between Public Works and Maintenance Department for update of sidewalk log and sidewalk request list. Coordination between City Arborist and Project Manager to identify trees to be removed/replaced and selection of tree species.

FISCAL AND SUSTAINABILITY IMPACT:

As of May 31, 2019, the current budget for CIP 9720—Sidewalk and Drainage Repairs and CIP 9216 – ADA Pedestrian Ramp Installation is as follows:

	FY 18-19				
CIP #	Funding Source	Appropriations	Expenditures	Encumbrances	Available Budget
9720	2401 - Gas Tax - 2107	100,000.00	100,000.00	-	-
9720	2404 - Gas Tax - Motor Vehicle Fuel Tax	200,000.00	200,000.00	-	-
9720	5202 - Measure X	725,380.42	20,305.24	53,573.40	651,501.78
9216	2404 - Gas Tax - Motor Vehicle Fuel Tax	50,000.00	-	-	50,000.00
9216	2510 - Measure X	46,968.10	112.36	-	46,855.74
	TOTAL	1,122,348.52	320,417.60	53,573.40	748,357.52

Based on the current budget, sufficient funds are available to begin issuing work orders to make the needed sidewalk and pedestrian ramp repairs.

ATTACHMENTS:

Resolution