



FINANCE COMMITTEE AGENDA

Tuesday, March 31, 2015

8:30 AM

Executive Conference Room, Level Three

Brea Civic & Cultural Center, 1 Civic Center Circle, Brea, California

MEMBERS: Council Members Cecilia Hupp and Steven Vargas

ALTERNATE: Mayor Marty Simonoff

Materials related to an item on this agenda submitted to the Finance Committee after distribution of the agenda packet are available for public inspection in the third floor lobby of the Civic and Cultural Center at 1 Civic Center Circle, Brea, CA during normal business hours. Such documents may also be available on the City’s website subject to staff’s ability to post documents before the meeting.

CALL TO ORDER / ROLL CALL

1. Matters from the Audience

CONSENT

2. Approval of Minutes of March 10, 2015 Meeting

[Finance Committee Minutes - March 10, 2015](#)

3. Bids And Contract With Pro Tech Engineering Corp For The Traffic Control Technology Improvement Program (Phase 2), Project 7711 And Appropriate Additional Funds

[Staff Report](#)

4. Bids And Contract With EAR Engineering, Construction & Support Services For The City Yard Underground Fuel Tanks Replacement And Brea Sports Park Fuel Tank Installation Project 7918

[Staff Report](#)

DISCUSSION

5. Scheduled Meeting: April 14, 2015

Special Accommodations

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk’s Office at (714) 990-7757. Notification 48 hours prior to the meeting will enable City staff to make reasonable arrangements to ensure accessibility. (28 CFR 35.102.35.104 ADA Title II)

NOTE: This agenda is subject to amendments up to 72 hours prior to the meeting date.



FINANCE COMMITTEE MINUTES

Tuesday, March 10, 2015

8:30 AM

Executive Conference Room, Level Three

Brea Civic & Cultural Center, 1 Civic Center Circle, Brea, California

CALL TO ORDER / ROLL CALL

ATTENDEES: Mayor Marty Simonoff, Council Member Cecilia Hupp, Bill Gallardo, David Crabtree, Eric Nicoll, Chino Consunji, Gabe Linares, Raul Lising, Faith Madrazo, Cindie Ryan, Lee Squire, Alicia Brenner, Hsing Chao, Mario Maldonado and Liz Pharis

OTHER ATTENDEES: Frank North and Debbie Harper (City Auditors from Lance, Soll & Lunghard)

1. Matters from the Audience – *None.*

CONSENT

2. Approval of Minutes of February 24, 2015 – *Amend minutes to designate Cecilia Hupp as Finance Committee Chair. Approved.*
3. Comprehensive Annual Financial Report For the City of For Fiscal Year Ended June 30, 2014 – *Recommended for Council to receive and file.*
4. Authorization Of Professional Services Agreement With Western Audio Visual. Audiovisual Firm Services Necessary to Retrofit Civic & Cultural Center Council Chambers Audiovisual System – *Recommended for Council approval.*
5. Professional Services Agreements For Annual On-Call Construction Management And Inspection Services For Various Capital Improvement And Private Development Projects – *Recommended for Council approval.*
6. Bids And Contract For The Council Chamber ADA Improvements, Capital Improvement Project 7910 and Appropriate Additional Funds – *Recommended for Council approval.*
7. Schedule next meeting: March 31, 2015

Meeting adjourned: 9:34 AM

cc: Mayor Pro Tem Christine Marick
Council Member Glenn Parker
Council Member Steven Vargas

City of Brea

Agenda Item:

COUNCIL COMMUNICATION

Date: April 7, 2015

To: Honorable Mayor and City Council

From: City Manager

Subject: BIDS AND CONTRACT WITH PRO TECH ENGINEERING CORP FOR THE TRAFFIC CONTROL TECHNOLOGY IMPROVEMENT PROGRAM (PHASE 2), PROJECT 7711 AND APPROPRIATE ADDITIONAL FUNDS

RECOMMENDATION

Receive bids, award contract and adopt a resolution to appropriate additional funds.

BACKGROUND AND DISCUSSION

One of the elements of the City's Transportation Improvement Nexus Program is the development and implementation of Traffic Control Technology Improvements. The program will identify and implement technology to improve traffic operations and safety along arterial highways. The program recognizes that physical constraints will limit the City's ability to widen these arterials. Therefore, the focus will be on improving operational elements using available technology.

Included in this year's Capital Improvement Program (CIP) budget is Traffic Control Technology Improvements, Phase 2 (Project 7711), which is intended to upgrade the City's traffic signal system to a "state-of-the-art" condition. This project is part of the City-wide strategy to install traffic monitoring cameras at key intersections, and to upgrade the traffic signal communications network by using fiber optic cable. The installation of traffic monitoring cameras is proposed at the intersections of Brea Boulevard and Birch Street and Brea Boulevard and Lambert Road. Project 7711 will

BIDS AND CONTRACT WITH PRO TECH ENGINEERING CORP FOR THE TRAFFIC CONTROL TECHNOLOGY IMPROVEMENT PROGRAM (PHASE 2), PROJECT 7711 AND APPROPRIATE ADDITIONAL FUNDS

also include installation of fiber optic cable for traffic signal interconnect and communications along Brea Boulevard from Fir Street to Lambert Road; Elm Street from Brea Boulevard to the Senior Center; Walnut Avenue from Elm Street to the Brea Plunge; Lambert Road from Brea Boulevard to Berry Street and from Pointe Drive to Sunflower Street; Berry Street from Lambert Road to the City Yard/Fire Station 1. Finally, a fiber optic cable connection will also be provided to Fire Station 3.

On November 18, 2014, Council approved the plans and specifications, and authorized staff to advertise and receive bids for construction. On March 5, 2015, six bids were received with the following results:

	<u>Fund 540</u>	<u>IT Division</u>	<u>Total</u>
1. Pro Tech Engineering Corp.	\$ 214,190.00	\$ 21,367.50	\$ 235,557.50
2. Steiny and Company, Inc.	\$ 285,576.00	\$ 29,305.00	\$ 314,881.00
3. DBX, Inc.	\$ 310,841.00	\$ 31,562.50	\$ 342,403.50
4. Crosstown Electric & Data, Inc.	\$ 325,155.00	\$ 34,822.50	\$ 359,977.50
5. California Professional Engineering, Inc.	\$ 332,451.90	\$ 28,782.75	\$ 361,234.65
6. Select Electric Inc.	\$ 328,591.00	\$ 36,409.00	\$ 365,000.00
<i>Engineer's Estimate</i>	\$ 292,715.00	\$ 49,282.50	\$ 341,997.50

The lowest responsible bidder was Pro Tech Engineering Corp. of Anaheim in the total amount of \$235,557.50. The company has a valid contractor's license, and has been in the construction business for 25 years. Pro Tech Engineering Corp. has successfully completed similar projects for the cities of Cypress and Downey. Their references have been verified and were found to be satisfactory. If awarded, construction could begin in May 2015, and take approximately six months to complete. During the design phase, staff recommended changes in the scope of work to add additional conduits and fiber

BIDS AND CONTRACT WITH PRO TECH ENGINEERING CORP FOR THE TRAFFIC CONTROL TECHNOLOGY IMPROVEMENT PROGRAM (PHASE 2), PROJECT 7711 AND APPROPRIATE ADDITIONAL FUNDS

optic connections to City facilities. These changes would allow our Information Technology (IT) Division to provide services to City facilities, without depending on Time Warner rental contract estimated at \$40,000 per year. This results in long term savings to the IT Division's budget. The increase in cost due to the change of scope is approximately \$95,000. The following is a breakdown of total project costs:

Project Expenditures:

	<u>Fund 540</u>	<u>IT Division</u>	<u>Total</u>
Design:	\$ 49,606	\$ 7,805	\$ 57,411
Construction:			
Construction Contract	\$ 214,190	\$ 21,367	\$ 235,557
Contingencies (15%)	\$ 32,128	\$ 3,205	\$ 35,333
Subtotal	\$ 246,318	\$ 24,572	\$ 270,890
Construction Engineering	\$ 45,465	\$ 4,535	\$ 50,000
Total Construction Cost	\$ 291,783	\$ 29,107	\$ 320,890
Total Estimated Project Cost	\$ 341,389	\$ 36,912	\$ 378,301
Approved Budget	\$ 284,000	\$ 0	\$ 284,000
Estimated Shortfall	\$ (57,389)	\$ (36,912)	\$ (94,301)

FISCAL IMPACT

The total approved budget for this project is \$284,000 with funding coming from Traffic Impact Fees (Fund 540). As reflected in the project expenditures, the additional amount required from Fund 540 and the IT Division's operating budget is \$57,389 and \$36,912 respectively.

FINANCE COMMITTEE

The Finance Committee reviewed staff's recommendation at their March 31, 2015

BIDS AND CONTRACT WITH PRO TECH ENGINEERING CORP FOR THE TRAFFIC CONTROL TECHNOLOGY IMPROVEMENT PROGRAM (PHASE 2), PROJECT 7711 AND APPROPRIATE ADDITIONAL FUNDS

meeting and...

SUMMARY

Project 7711 will upgrade the City's traffic signal system through a City-wide strategy of installing traffic monitoring cameras at key intersections, and upgrading the traffic signal communications network using fiber optic cable. Staff is recommending that Council award a contract to Pro Tech Engineering Corp. in the amount of \$235,557.50 and adopt a resolution to appropriate additional funds of \$94,301 to fully fund the project.

Respectfully submitted,

Tim O'Donnell, City Manager

Prepared by:

Raymond Contreras
Engineering Technician I

Concurrence:

Raul Lising, P.E.,
Interim City Engineer

Lew Gluesing, P.E.,
City Traffic Engineer

Eric Nicoll
Public Works Director

City of Brea

Agenda Item:

COUNCIL COMMUNICATION

Date: April 7, 2015

To: Honorable Mayor and City Council

From: City Manager

Subject: BIDS AND CONTRACT WITH EAR ENGINEERING, CONSTRUCTION & SUPPORT SERVICES FOR ABOVEGROUND FUEL STORAGE TANKS AT THE CITY YARD AND BREA SPORTS PARK, PROJECT 7918

RECOMMENDATION

Receive bids and award contract for City Yard Underground Fuel Tanks Replacement only.

BACKGROUND

In line with the City's commitment to upgrading its critical infrastructure, included in this year's Capital Improvement Program (CIP) is the design and construction of Aboveground Fuel Storage Tanks at the City Yard and Brea Sports Park, Project 7918.

The project will remove and replace three underground fuel storage tanks (USTs), associated piping, equipment, controls and dispensers at the City Yard. The existing tanks are more than 38 years old for which warranties expired 8 years ago. The tanks will be replaced with a 10,000 gallon (6,000 gallon unleaded and 4,000 gallon diesel) aboveground split fuel tank (AST) system in order to comply with the latest California Air Resources Board (CARB), South Coast Air Quality Management District (SCAQMD) and Orange County Health Care Agency (OCHCA) regulations. The project is also proposing to install a new 1,000 gallon (600 gallon unleaded and 400 gallon diesel) AST split system at the Brea Sports Park.

BIDS AND CONTRACT WITH EAR ENGINEERING, CONSTRUCTION & SUPPORT SERVICES FOR ABOVEGROUND FUEL STORAGE TANKS AT THE CITY YARD AND BREA SPORTS PARK, PROJECT 7918

DISCUSSION

On December 16, 2014, Council approved the plans and specifications and authorized staff to advertise and receive bids for construction. Because of funding constraints, the project was bid with the Sports Park AST improvements as a deductive bid alternate.

On March 12, 2015, eight bids were received with the following results:

	<u>City Yard</u>	<u>Sports Park</u>	<u>Total</u>
1. EAR Engineering, Construction & Support Services	\$ 482,154.00	\$ 216,953.00	\$ 699,107.00
2. Petro Builders, Inc.	\$ 505,727.00	\$ 232,580.00	\$ 738,307.00
3. Encon Technologies, Inc.	\$ 570,012.00	\$ 312,718.00	\$ 882,730.00
4. Dalke & Sons Construction, Inc.	\$ 716,881.00	\$ 247,601.00	\$ 964,482.00
5. Environmental Construction, Inc.	\$ 732,290.00	\$ 233,880.00	\$ 966,170.00
6. MMC, Inc.	\$ 710,491.00	\$ 273,610.00	\$ 984,101.00
7. Fleming Environmental, Inc.	\$ 676,799.00	\$ 310,362.00	\$ 987,161.00
8. West Star Engineering	\$ 756,076.00	\$ 239,093.00	\$ 995,169.00
<i>Engineer's Estimate</i>	\$ 603,981.00	\$ 225,915.00	\$ 829,896.00

The lowest responsible bidder was EAR Engineering, Construction & Support Services of Riverside in the total amount of \$699,107. The company has a valid contractor's license and has been in the construction business for 22 years. EAR Engineering, Construction & Support Services has successfully completed similar projects for the Cities of Corona, Gardena and Riverside. On all of their recent projects an outstanding performance evaluation was received.

BIDS AND CONTRACT WITH EAR ENGINEERING, CONSTRUCTION & SUPPORT SERVICES FOR ABOVEGROUND FUEL STORAGE TANKS AT THE CITY YARD AND BREA SPORTS PARK, PROJECT 7918

The following is a breakdown of total project costs:

Project Expenditures:

Design (Expended):			\$ 107,000
Construction:	<u>City Yard</u>	<u>Sports Park</u>	<u>Total</u>
Construction Contract	\$ 482,154	\$ 216,953	\$ 699,107
Contingencies (15%)	\$ 72,323	\$ 32,543	\$ 104,866
Subtotal	\$ 554,477	\$ 249,496	\$ 803,973
Construction Engineering (15%)	\$ 83,172	\$ 37,424	\$ 120,596
Total Construction Cost	\$ 637,649	\$ 286,920	\$ 924,569
Total Estimated Project Cost	\$ 744,649		\$ 1,031,569
Approved Budget	\$ 775,000		\$ 775,000
Estimated Surplus/(Shortfall)	\$ 30,351		\$ (256,569)

Based on the bids received and available funds for this project, staff is recommending awarding the City Yard AST improvements only. If awarded, construction could begin in May 2015 and take approximately ten months to complete or March 2016.

OPTIONS CONSIDERED

Award the Contract to install ASTs to both City Yard and Brea Sports Park locations. As depicted on the Project Expenditures, the estimated project cost to construct the AST's for both locations is \$1,031,569. This option requires an additional appropriation of \$256,569. If Council elects to consider this option, additional funding could come from various sources of funding including Capital and Mitigation Improvement Fund (Fund 560), Equipment and Vehicle Maintenance Fund (Fund 480).

BIDS AND CONTRACT WITH EAR ENGINEERING, CONSTRUCTION & SUPPORT SERVICES FOR ABOVEGROUND FUEL STORAGE TANKS AT THE CITY YARD AND BREA SPORTS PARK, PROJECT 7918

FISCAL IMPACT

The total approved budget for this project is \$775,000 with funding coming from a combination of Water, Sewer and Equipment and Vehicle Maintenance Funds. The estimated project cost to install the AST at the City Yard is approximately \$745,000. The project savings of approximately \$30,000 at the end of construction will be available for reprogramming.

FINANCE COMMITTEE

The Finance Committee reviewed staff's recommendation at their March 31, 2015 meeting and...

SUMMARY

Project 7918 will replace three tanks with a 10,000 gallon AST at the City Yard with an option to install a new 1,000 gallon AST at the Brea Sports Park. The new tanks will comply with the latest air quality and environmental regulations, offer operational efficiencies and significantly reduce maintenance costs. Due to budget constraints, Staff is recommending that the City Council award a contract to EAR Engineering, Construction and Support Services for the City Yard AST improvements only in the amount of \$482,154. Total estimated project cost is approximately \$745,000.

BIDS AND CONTRACT WITH EAR ENGINEERING, CONSTRUCTION & SUPPORT SERVICES FOR ABOVEGROUND FUEL STORAGE TANKS AT THE CITY YARD AND BREA SPORTS PARK, PROJECT 7918

Respectfully submitted,

Tim O'Donnell, City Manager

Prepared by:

Raymond Contreras, Engineering Technician I

Concurrence:

Raul Lising, P.E., Interim City Engineer

Eric Nicoll
Public Works Director