



County of Monterey

Board of Supervisors
Chambers
168 W. Alisal St., 1st Floor
Salinas, CA 93901

Board Report

File #: A 13-122, **Version:** 1

- a. Award a contract to John F. Otto, Inc., dba Otto Construction, the lowest responsible and responsive bidder, for Modular #3 District Attorney - Tenant Improvements, 320 Church Street, Salinas, CA Project No. 8778, Bid Package No. 10405, in the total amount of \$308,900;
- b. Approve the Performance and Payment Bonds executed and provided by John F. Otto, Inc., dba Otto Construction and Travelers Casualty and Surety Company of America;
- c. Authorize the Director of Public Works to establish a twenty percent contingency in the amount of \$61,780, to provide funding for approved contract change orders that do not significantly change the scope of work;
- d. Authorize the Director of Public Works to execute the contract and, subject to the terms of the August 28, 2001 Board Order, approve contract change orders where each change order does not exceed \$25,000, plus 5 percent of the amount of the original contract cost in excess of \$250,000; and
- e. Authorize the Director of Public Works to accept a Certificate of Completion and record a Notice of Completion with the County Recorder when he determines the contract is complete in all respects in accordance with the Plans and Special Provisions for the construction of the Modular #3 District Attorney - Tenant Improvements, 320 Church Street, Salinas, CA Project No. 8778, Bid Package No. 10405, performed by John F. Otto, Inc., dba Otto Construction.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Award a contract to John F. Otto, Inc., dba Otto Construction, the lowest responsible and responsive bidder, for Modular #3 District Attorney - Tenant Improvements, 320 Church Street, Salinas, CA Project No. 8778, Bid Package No. 10405, in the total amount of \$308,900;
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- e. Authorize the Director of Public Works to accept a Certificate of Completion and record a Notice of Completion with the County Recorder when he determines the contract is complete in all respects in accordance with the Plans and Special Provisions for the construction of the Modular #3 District Attorney - Tenant Improvements, 320 Church Street, Salinas, CA Project No. 8778, Bid Package No. 10405, performed by John F. Otto, Inc., dba Otto Construction.

SUMMARY/DISCUSSION:

The project is a tenant improvement to approximately 3,235 square feet located in Modular #3 adjacent to existing District Attorney offices and Randy's Snack Shop. The area to be improved is a vacated courtroom with a jury room, a judge's chamber, and a restroom. Work to be performed includes demolition of raised platforms, half and full height walls, ceilings and lights, floor finishes, plumbing fixtures, and capping of plumbing fixtures. Improvements include the building of ten new offices, work station areas, a waiting room, support service areas, new floor finishes, exposing existing windows, removal of an existing exterior ramp and

caging, the installation of required mechanical and electrical connections, and connecting the new space to the adjacent District Attorney offices.

On May 1, 2013, John F. Otto, Inc., dba Otto Construction, was the sole bidder in the amount of \$308,900. The bid is approximately thirty-six percent below the architects construction estimate. Authorization is requested to increase the construction contingency to twenty percent to mitigate unknown risks that are inherent during a typical renovation process. A twenty percent contingency in the amount of \$61,780 will provide a final construction budget of \$370,680, which is twenty-three percent below the construction estimate.

Construction duration is estimated to be 30 days. With the award of this contract construction can commence in July and be completed by the end of summer.

OTHER AGENCY INVOLVEMENT:

The Resource Management Agency - Public Works has been working closely with the District Attorney during the development of this project. The Office of the County Counsel and Contracts/Purchasing attended the bid opening and reviewed the low bid for conformance with applicable regulations. The Office of the County Counsel, Auditor-Controller, and Risk Management, have reviewed and approved the Contract as to form, fiscal terms, and insurance, respectively.

FINANCING:

There is no impact to the General Fund. Total Project funding in the amount of \$776,000 was approved for FY 2012-13. The Project's budget balance at the end of the fiscal year will need to be allocated in the FY 2013-14. In addition, a portion of the allocation (\$116,500 of the \$776,000) is planned to fund the interim tenant improvements in Modular #1 for the District Attorney. The Project has been fully funded in Fund 404 by prior Board actions. This amount is sufficient to cover estimated costs for the recommended project scope, including construction, and project management.

Prepared by: Judy Jeska, Assistant Architectural Services Manager, (831) 755-8964

Approved by:

Robert K. Murdoch, P.E., Director of Public Works

Benny J. Young, RMA Director

Dated: June 4, 2013

Attachments: Project Budget; Bid Summary; Agreement; Payment Bond; Performance Bond; Location Map
(Attachments on file with the Clerk of the Board)