

# City of Calistoga

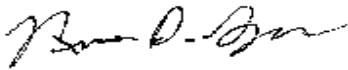
## Staff Report

**TO:** Honorable Mayor and City Council  
**FROM:** Michael Kirn, Public Works Director/City Engineer  
**DATE:** March 3, 2015  
**SUBJECT:** Consideration of a Resolution Awarding a Contract to Paul Coates Construction for the Police Department Improvements Project in an Amount Not to Exceed \$24,855.

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APPROVAL FOR FORWARDING:



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Richard D. Spitler, City Manager

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2 **ISSUE:** Consideration of a Resolution awarding a contract to Paul Coates Construction  
3 for the Police Department Improvements Project in an amount not to exceed \$24,855.  
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5 **RECOMMENDATION:** Adopt the Resolution.  
6

7 **BACKGROUND/DISCUSSION:** The purpose of this project is remove the current  
8 dispatch window and countertops and install bullet resistant window, bullet resistant  
9 fiberglass panels and wallboard, new countertops and new cabinets. This project will  
10 improve the safety of dispatchers and officers in the Police Department’s dispatch area  
11 and briefing room.  
12

13 In February, 2014 staff released a Request for Proposals (RFP) for the project. Two  
14 proposals were received from the following firms:  
15

- 16 1. Paul Coates Construction – Calistoga, CA - \$24,855
- 17 2. KTM Enterprises, Inc. – Placentia, CA - \$46,917
- 18

19 Paul Coates Construction submitted the apparent low bid in the amount of \$24,855.  
20

21 Staff recommends that the City award a construction contract to Paul Coates  
22 Construction in an amount not to exceed \$24,855, and authorize the City Manager to  
23 execute the same. The recommended resolution awards the contract to Paul Coates

24 Construction, authorizes the City Manager to execute the contract and contract change  
25 orders up to \$2,500, and directs staff to otherwise administer the Project.

26 **CONSISTENCY WITH CITY COUNCIL GOALS AND OBJECTIVES:** The  
27 recommended action supports the FY 2014/15 City Council Goal No. 3, Objective 1 by  
28 providing a funding mechanism to "...maintain the high level of service and reliability of  
29 the City's infrastructure systems and facilities."  
30

31 **FISCAL IMPACT:** Funding for the project has been included in the FY 14/15 Buildings  
32 Capital Improvement budget in the amount of \$30,000 which is sufficient for the  
33 recommended contract and contract change orders up to \$2,500.  
34

35 **ATTACHMENTS**

- 36  
37 1. Resolution

RESOLUTION 2015- XXX

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALISTOGA, COUNTY OF NAPA, STATE OF CALIFORNIA, AWARDING A CONTRACT TO PAUL COATES CONSTRUCTION FOR THE POLICE DEPARTMENT IMPROVEMENTS PROJECT IN AN AMOUNT NOT TO EXCEED \$24,855

WHEREAS, the City of Calistoga needs to make safety improvements to the dispatch work area and lobby of the Police Department; and

WHEREAS, a Request for Proposals for the Police Department Improvements Project was circulated; and

WHEREAS, two bids were received with Paul Coates Construction being the low bidder in the amount of \$24,855; and

WHEREAS, City staff recommends that a contract be awarded to Paul Coates Construction in the amount of \$24,855 for the Police Department Improvements Project; and

WHEREAS, \$30,000 has been included in the FY 14/15 Buildings Capital Improvement budget for this project.

NOW, THEREFORE BE IT RESOLVED that the City Council of the City of Calistoga hereby:

- 1. Approves the expenditure of \$27,355 for the Police Department Improvements Project.
2. Awards the contract to Paul Coates Construction for the Police Department Improvements Project in an amount not to exceed \$24,855.

BE IT FURTHER RESOLVED that the City Manager is authorized to execute the contract, approve contract change order in an amount up to \$2,500 for any unforeseen changed conditions, and staff is otherwise directed to administer the Project.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Calistoga at its regular meeting held this 3rd day of March 2015 by the following vote:

- AYES:
NOES:
ABSTAIN:
ABSENT:

CHRIS CANNING, Mayor

ATTEST:

KATHY FLAMSON, City Clerk