



CONSENT CALENDAR

Agenda Item # 3

AGENDA REPORT SUMMARY

Meeting Date: July 30, 2019

Subject: Shoup Park Offices Relocation Project

Prepared by: Peter Maslo, Project Manager

Reviewed by: James Sandoval, Engineering Services Director

Approved by: Chris Jordan, City Manager

Attachment(s):

None

Initiated by:

City Council – CIP Project

Previous Council Consideration:

None

Fiscal Impact:

None

Environmental Review:

Not applicable

Policy Question(s) for Council Consideration:

- None

Summary:

- The City received two bids on July 16, 2019 for the Los Altos Shoup Park Offices Relocation Project.
- The two bids included bid errors, therefore all bids received should be rejected.

Staff Recommendation:

Move to reject all bids for the Shoup Park Offices Relocation Project

City Manager

CJ

Reviewed By:

City Attorney

CD

Finance Director

SE



Subject: Shoup Park Offices Relocation Project

Purpose

Move to reject all bids received for the Shoup Park Offices Relocation Project.

Background

The Shoup Park Offices Relocation Project is necessary to accommodate relocation of existing offices in the Los Altos Community Center during the remodeling of that facility. The City is in the bidding process for the Los Altos Community Center Project. If the City Council elects to award a contract for the Los Altos Community Center Project (currently set to be considered on July 30, 2019), Park and Recreation staff situated in that facility will need to be relocated from their existing offices to new temporary facilities to be located in Shoup Park.

The City will provide temporary office spaces for Park and Recreation staff in the basement of the existing Garden House located at Shoup Park (400 University Ave.).

Discussion/Analysis

The Shoup Park Offices Relocation Project includes upgrades to the existing Garden House basement space including electrical lighting system, power distribution, IT, fire sprinklers, and construction of new office spaces.

On July 16, 2019, the City received two bids from Bp-Pak, Inc. and RK Associates, Inc. for the Shoup Park Office Relocation Project. City staff found material errors in both bids and recommends rejection of all bids received pursuant to authority under Public Contract Code sections 20166 and 22038 – these statutes authorize the City to reject bids all received for a public works project for any reason or no reason at all.

City staff will consider other options for performance of the work for the Shoup Park Office Relocation Project and will present those options to the City Council for consideration at a later date.

Options

- 1) Reject all bids

Advantages: Ensures compliance with public bidding laws applicable to the City.

Disadvantages: None.

Recommendation

City staff recommends Option 1.