



**City of Santa Ana**  
**20 Civic Center Plaza, Santa Ana, CA 92701**  
**Staff Report**  
**July 16, 2024**

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**TOPIC:** Council Chambers Restroom and Translation Booth Remodel

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**AGENDA TITLE**

Construction Contract to Loengreen, Inc. for the Council Chambers ADA Restroom and Translation Booth Remodel Project (Project No. 22-0504) (Non-General Fund)

**RECOMMENDED ACTION**

1. Approve an appropriation adjustment recognizing \$554,472 of prior-year fund balance in the CATV Fund, Prior Year Carry Forward revenue account and appropriate the same amount to the CATV Fund, Buildings & Building Improvements expenditure account. *(Requires five affirmative votes)*
2. Approve an appropriation adjustment recognizing \$554,472 of prior-year fund balance in the Liability and Property Insurance Fund, Prior Year Carry Forward revenue account and appropriate the same amount to the Risk Management Projects, Buildings & Building Improvements expenditure account. *(Requires five affirmative votes)*
3. Award construction contract to Loengreen, Inc., the lowest responsible bidder, in accordance with the base bid in the amount of \$821,440 for construction of the Council Chambers ADA Restroom and Translation Booth Remodel Project, for the term beginning July 16, 2024 and ending upon project completion, and authorize the City Manager to execute the contract.
4. Approve the Project Cost Analysis for a total estimated construction delivery cost of \$1,108,994 which includes \$821,440 for the construction contract, \$123,216 for contract administration, inspection, and testing, and a \$164,288 project contingency for unanticipated or unforeseen work.
5. Approve an amendment to the Fiscal Year 2024-25 Capital Improvement Program to include \$1,108,944 in construction funding from the CATV Fund and Liability Property Insurance Fund.

**GOVERNMENT CODE §84308 APPLIES:** No

**DISCUSSION**

The Public Works Agency (PWA) maintains most City facilities, including the Council Chambers Restrooms and Translator Room. Over the last few years, the Council Chambers has undergone renovations including new paint, flooring, and seating. In efforts to continue providing the public, City Council, and staff with a safe and accessible meeting space, the City Manager’s Office and Risk Management plan to continue with renovations by modifying the public restrooms to be Americans with Disabilities Act (ADA) compliant and creating a new translation room. The restrooms will be renovated from a male and female restroom to two public single use all gender bathrooms and one ADA all gender restroom. Additionally, there will be one new all gender restroom available only for council members as an enhanced safety measure (Exhibit 1). The new translation (interpreter) room will allow for higher quality translations with a sound controlled space to allow for a larger variety of languages to be translated. This will increase accessibility for more Santa Ana residents to participate in council meetings while also increasing the professionalism of the meetings through greater varieties of translations and higher quality sound control.

Public Outreach and Contractor Participation

To provide an opportunity for local vendors to submit bids, staff specifically reached out to Santa Ana vendors to encourage their participation in bids. A total of three bids were received. Bids were not received from any Santa Ana contractors. The project was advertised in PlanetBids from April 19 through May 10, 2024.

Bid Results Summary

<b>Rank</b>	<b>Bidder’s Name</b>	<b>Location</b>	<b>Base Bid</b>
1	Loengreen, Inc	La Canada, CA	\$821,440
2	CALTEC Corp.	Westminster, CA	\$1,050,000
3	MLC Constructors Inc	Corona, CA	\$1,185,670

A total of three bids were received and all were deemed responsive. Loengreen, Inc. submitted the lowest responsive base bid in the amount of \$821,440 (Exhibit 2). As specified in the bid documents, the lowest bid shall be determined on the basis of the Base Bid. Based on the bid analysis and a contractor’s reference check, staff recommends awarding the construction contract to Loengreen, Inc. for the base bid of \$821,440 (Exhibit 3).

Project Delivery

To deliver a complete project, in addition to the construction contract, the estimated total project delivery cost includes construction administration, inspection, and testing, along with an allowance for contingencies to account for unexpected or unforeseen conditions. Construction administration and inspection includes construction management and implementation of the labor requirements. As indicated in the Cost Analysis (Exhibit 4) and as summarized in the table below, the estimated total construction delivery cost of the project is \$1,108,944 (Exhibit 5).

<b>Project Item</b>	<b>Total</b>
Construction Contract Bid Amount	\$821,440
Construction Administration, Inspection, Testing	\$123,216
Contingencies	\$164,288
<b>TOTAL ESTIMATED CONSTRUCTION COSTS</b>	<b>\$1,108,944</b>

**ENVIRONMENTAL IMPACT**

There is no environmental impact associated with this action.

**FISCAL IMPACT**

Approval of the requested Appropriation Adjustments will recognize \$554,472 of prior year fund balance from CATV Fund, Prior Year Carry Forward revenue account (No. 02103002-50001) and \$554,472 of prior year fund balance from the Liability and Property Ins Fund, Prior Year Carry Forward revenue account (No. 08009002-50001), and appropriate it to the CATV Fund, Buildings & Building Improvements expenditure account. (No. 02103010-66200) and the Risk Management Projects, Buildings & Building Improvements expenditure account (No. 08009053-66200).

<b>Fiscal Year</b>	<b>Accounting Unit-Account #</b>	<b>Fund Description</b>	<b>Accounting Unit, Account Description</b>	<b>Amount</b>
<b>Appropriation Adjustment</b>				
2024-25	02103010-66220 (22-0504)	CATC Fund	CATV Capital Support (PEG), Buildings & Building Improvements	\$554,472
2024-25	08009053-66200 (22-0504)	Liability and Property Insurance Fund	Risk Management Projects, Buildings & Building Improvements	\$554,472
<b>TOTAL</b>				<b>\$1,108,944</b>

**EXHIBIT(S)**

1. Location Map
2. Bid Proposal
3. Agreement with Loengreen, Inc.
4. Cost Analysis
5. FY 2024-25 Capital Improvement Program Sheet

Submitted By: Nabil Saba, P.E., Executive Director – Public Works Agency

Approved By: Alvaro Nuñez, Acting City Manager