

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF THE COUNTY OF SAN BERNARDINO
AND RECORD OF ACTION**

June 22, 2021

FROM

TERRY W. THOMPSON, Director, Real Estate Services Department – Project Management

SUBJECT

Change Order No. 1 to Construction Contract with KASA Construction, Inc. for the Yucaipa Regional Park RV Camping Modular Shower/Restroom Project

RECOMMENDATION(S)

1. Approve a \$38,500 increase in the project budget, from \$950,000 to \$988,500, for the Yucaipa Regional Park RV Camping Modular Shower/Restroom Project (WBSE 10.10.1089) located at 33900 Oak Glen Road in Yucaipa.
2. Approve **Change Order No. 1 to Contract No. 20-1191** with KASA Construction, Inc. in the amount of \$31,800 increasing the contract from \$318,500 to a total of \$350,300 for the Yucaipa Regional Park RV Camping Modular Shower/Restroom Project (Four votes required).
3. Approve appropriation and revenue adjustments to increase the project budget and authorize the Auditor-Controller/Treasurer/Tax Collector to post the necessary budget adjustments, as detailed in the Financial Impact Section (Four votes required).
(Presenter: Terry W. Thompson, Director, 387-5000)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Improve County Government Operations.

Operate in a Fiscally-Responsible and Business-Like Manner.

FINANCIAL IMPACT

Approval of this item will not result in the use of additional Discretionary General Funding (Net County Cost). The total revised budget of \$988,500 for the Yucaipa Regional Park RV Camping Modular Shower/Restroom Project (Project), including the increase of \$38,500 is funded from the Community Development Block Grant (CDBG) Fund. The \$38,500 includes Change Order No. 1 in the amount of \$31,800 and the additional necessary funding to close the gap on the sales tax that was not originally included in the cost of the prefabricated restrooms. The total sales tax amount was \$17,137.88 which was negotiated down to a total of \$8,568.94, a part of which was already included in the project budget. The following adjustments are needed to increase the Project's budget for 2020-21:

<u>Fund Center</u>	<u>Commitment Item</u>	<u>Description</u>	<u>Action</u>	<u>Amount</u>	<u>WBSE</u>
7700003100	40909975	Operating Transfers In	Increase	\$38,500	10.10.1089
7700003100	54304030	Structure & Improvements	Increase	\$38,500	10.10.1089

**Change Order No. 1 to Construction Contract with KASA Construction, Inc. for the Yucaipa Regional Park RV Camping Modular Shower/Restroom Project
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The Yucaipa Regional Park RV Camping Modular Shower/Restroom Project budget of \$988,500 is comprised of the following components:

Project Design	\$ 39,000
Project Management, Inspection and Testing	\$197,686
Construction	\$350,300
Modular Shower Restrooms	\$267,964
Work Completed By Job Order Contracts	\$133,550
Total Project Budget	\$988,500

BACKGROUND INFORMATION

The Project will install two new owner furnished modular, prefabricated shower restroom buildings, including civil site work, infrastructure utilities, and accessible path of travel from parking lot and recreational parking camp site, for Yucaipa Regional Park. Additional amenities and increased accessibility provides for an improved experience for the public thereby meeting the County and Chief Executive Officer's Goals and Objectives of Improving County Government Operations, and Operating in a Fiscally-Responsible and Business-Like Manner.

In order to meet the CDBG grant deadlines, it was necessary for Project Management to expedite the project by purchasing the prefabricated restroom while simultaneously procuring Construction services. During the installation of the two new owner furnished modular, prefabricated shower restroom buildings, it was found that the rough utilities were not aligned with the prefabricated restrooms. Therefore, the field layout had to be adjusted with the factory stub outs for utilities, causing remobilization of the delivery truck, crane, and storage of the restrooms. In addition, it was discovered that the sales tax was not charged by the vendor when the County originally purchased the prefabricated restrooms.

In summary, the \$38,500 increase in the project budget will cover the additional cost for Change Order No. 1 for \$31,800, as well as to cover the outstanding sales tax owed to the vendor.

A summary of the original contract with KASA Construction, Inc. and change order are as follows:

<u>Date</u>	<u>Description</u>	<u>Amount</u>
12/15/20	Original Contract	\$318,500
05/18/21	Change Order No. 1	\$ 31,800
	Total Amount of Revised Contract:	\$350,300

Change Order No. 1 will compensate KASA Construction, Inc., for the increased cost of labor and materials to relocate the underground rough-in location and associated earthwork for the modular restroom.

On October 27, 2020 (Item No. 79), the Board of Supervisors (Board) found the Project to be Categorically Exempt from further review under Section 15301 (a)(c)(d) (Existing Facilities) and Section 15302 (b) (Replacement or Reconstruction) of the California Environmental Quality Act Guidelines (CEQA) (Title 14, California Code of Regulations), and directed the Clerk of the Board to file and post the Notice of Exemption. No further CEQA action is required at this time.

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PROCUREMENT

On October 27, 2020 (Item No. 79), the Board authorized the Real Estate Services Department– Project Management to advertise for competitive bids. On November 24, 2020, 11 bids were received. On December 15, 2020 (Item No. 66), the Board awarded a construction contract to KASA Construction, Inc., the lowest responsive and responsible bidder, for the Project.

The additional costs in this Change Order are related to events that took place after the competitive bid process. Therefore, no additional procurement activities are required.

Per Public Contract Code sections 20136 and 20137, Board of Supervisors approval is required for this change order to the contract with KASA Construction, Inc.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Katherine Hardy, Deputy County Counsel, 387-5437) on June 8, 2021; Regional Parks Department (Beahta R. Davis, Director, 387-2340) on June 8, 2021; Real Estate Services Department-Project Management (Kevin Ryan, Assistant Director, 387-5000) on June 8, 2021; Real Estate Services Department (Jennifer Costa, Assistant Director, 387-5000) on June 8, 2021; Finance (Wen Mai, Principal Administrative Analyst, 387-4020) on June 8, 2021; and County Finance and Administration (Matthew Erickson, County Chief Financial Officer, 387-5423) on June 8, 2021.

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Record of Action of the Board of Supervisors
County of San Bernardino

APPROVED (CONSENT CALENDAR)

Moved: Joe Baca, Jr. Seconded: Dawn Rowe
Ayes: Col. Paul Cook (Ret.), Janice Rutherford, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: June 22, 2021



cc: RESD/PMD - Ryan w/agree
Contractor - C/O RESD/PMD w/agree
File - w/agree w/CD
CCM 06/30/2021