

**REPORT/RECOMMENDATION TO THE BOARD OF DIRECTORS  
OF BIG BEAR VALLEY RECREATION AND PARK DISTRICT  
AND RECORD OF ACTION**

May 24, 2022

**FROM**

**BRENDON BIGGS, Director, Department of Public Works – Special Districts**

**SUBJECT**

Construction Contract for the Big Bear Ranch Court Removal/Renovation Project

**RECOMMENDATION(S)**

Acting as the governing body of the Big Bear Valley Recreation and Park District:

1. Approve Addendum No. 1, issued on April 1, 2022, to the bid documents for the Big Bear Ranch Court Removal/Renovation Project.
2. Approve Addendum No. 2, issued on April 11, 2022, to the bid documents for the Big Bear Ranch Court Removal/Renovation Project.
3. Award a construction **Contract No. 22-388** to S. Porter Inc. in the amount of \$218,990 for the Big Bear Ranch Court Removal/Renovation Project.
4. Authorize the Director of the Department of Public Works to approve necessary changes or additions to the work performed under the construction contract for a total amount not to exceed \$21,899, pursuant to Public Contract Code section 20142.
5. Authorize the Director of the Department of Public Works to accept the work when 100% complete, execute and file the project's Notice of Completion.

(Presenter: Brendon Biggs, Director, 387-7906)

**COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES**

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

**Ensure Development of a Well-Planned, Balanced, and Sustainable County.**

**FINANCIAL IMPACT**

Approval of this item will not result in the use of Discretionary General Funding (Net County Cost). The Big Bear Ranch Court Removal/Renovation Project (Project) will be funded through the Capital Improvement Program (CIP) of the Big Bear Valley Recreation and Park District (District). Sufficient appropriation for the Project exists within the District's 2021-22 CIP budget and will be included in the District's 2022-23 CIP Recommended Budget.

**BACKGROUND INFORMATION**

The Big Bear Ranch (Park) is a facility operated by the District. It is the District's largest park with multiple tennis courts, a swimming pool, community hall, playground, dog park, pickleball courts, disk golf, as well as cabins. The Park was once used for tennis camps and clinics throughout the warmer months. In addition, the Park's cabins were historically rented out by local and out-of-town groups. Over time, interest in renting the facility to run these camps/clinics dwindled and the cabins were subject to vandalization and deterioration.

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Risk Management performed an assessment of the Park to determine the cost to repair the cabins and bring them up to Americans with Disabilities Act (ADA) standards. It was ultimately determined that the estimated cost for repair of the cabins far exceeded the amount of revenue that could be generated. As a result, and to discourage future vandalism and reduce District liability/cost, the District decided to demolish the five onsite cabin buildings as well as one restroom facility. Future plans may be developed to revitalize the area by adding different amenities after the cabins are removed.

In addition to demolishing the five onsite cabins and one restroom facility, the Project includes resurfacing two of the existing tennis courts (one of which will be restructured from asphalt into a more sustainable concrete surface). Upon completion of the resurfacing, both courts will be reconditioned into eight pickleball courts. A growing interest in pickleball, as well as continued community support for the game, has produced the need for an increased number of available pickleball courts. Upon completion of the Project, the Park will have a total of 12 functional pickleball courts. Future plans may include reconditioning the remaining available tennis courts.

On March 1, 2022 (Item No. 63), the Board of Directors (Board) determined that the Project is exempt under the California Environmental Quality Act, approved the Project as defined in the Notice of Exemption, and directed the Clerk of the Board of Directors to file and post said notice.

Following Board approval of this item, construction of the Project is anticipated to commence in June 2022 and be completed by the end of August 2022.

**PROCUREMENT**

On March 1, 2022 (Item No. 63), the Board approved the Project's plans and specifications and authorized the Department of Public Works (Department) to advertise for bids.

On March 14, 2022, the Department advertised for bids through the County Electronic Procurement Network (ePro) website in accordance with Public Contract Code Section 22037.

On March 31, 2022, a total of 11 contractors attended a mandatory pre-bid site meeting.

On April 1, 2022, Addendum No. 1 was provided via ePro, which verified provided specifications and changed the concrete specifications. On April 11, 2022, Addendum No. 2 was provided via ePro, which changed the sub-base and concrete specifications. All responsive bidders included signed addendums with their packages for the bid opening.

On April 14, 2022, the following bids were received:

<b>Contractor Name</b>	<b>Bid Amount</b>
S. Porter Inc.	\$218,990
BeckCo Inc.	\$227,640
ECI	\$367,068
Gentry General Engineering	\$515,130

The Department reviewed the bids received and determined that they were all responsive. The Department recommends an award of construction contract to S. Porter Inc., of Big Bear Lake, as the lowest responsible bidder. No appeal/protest letters were received.

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**REVIEW BY OTHERS**

This item has been reviewed by County Counsel (Aaron Gest, Deputy County Counsel, 387-5455) on May 4, 2022; Purchasing (Bruce Cole, Supervising Buyer, 387-2148) on May 4, 2022; Finance (Tom Forster, Administrative Analyst, 387-4635) on May 6, 2022; and County Finance and Administration (Paloma Hernandez-Barker, Deputy Executive Officer, 387-5423) on May 9, 2022.

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Record of Action of the Board of Directors  
Big Bear Valley Recreation and Park District

**APPROVED (CONSENT CALENDAR)**

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

Lynna Monell, SECRETARY

BY   
DATED: May 24, 2022



cc:    SDD/BBVRPD- Brammer w/agree  
         Contractor- C/O BBVRPD w/agree  
         File- w/agree w/attach  
LA     06/3/2022