

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
BOARD GOVERNED COUNTY SERVICE AREAS
AND RECORD OF ACTION**

October 22, 2024

FROM

NOEL CASTILLO, Director, Department of Public Works – Special Districts

SUBJECT

Construction Contract and Related Actions for the County Service Area 70 D-1 Lake Arrowhead MacKay Park Pickleball Courts Project

RECOMMENDATION(S)

Acting as the governing body of County Service Area 70 D-1 Lake Arrowhead:

1. Approve a project budget increase of \$207,871, from \$585,000 to \$792,871, for the Capital Improvement Program - County Service Area D-1 Lake Arrowhead MacKay Park Pickleball Courts Project.
2. Authorize the Auditor-Controller/Treasurer/Tax Collector to post budget adjustments, as detailed in the Financial Impact section, for the County Service Area D-1 Lake Arrowhead MacKay Park Pickleball Courts Project (Four votes required).
3. Approve Addendum No. 1, issued June 18, 2024, to the bid documents for the County Service Area 70 D-1 Lake Arrowhead MacKay Park Pickleball Courts Project.
4. Award construction **Contract No. 24-993** to Altmeyer Inc., in the amount of \$600,052 for the County Service Area 70 D-1 Lake Arrowhead MacKay Park Pickleball Courts Project.
5. Authorize a contingency fund of \$60,005 for the County Service Area 70 D-1 Lake Arrowhead MacKay Park Pickleball Courts Project.
6. Authorize the Director of the Department of Public Works to approve expenditures up to \$60,005 for verified quantity overruns for this unit-priced construction contract.
7. Authorize the Director of the Department of Public Works to order any necessary changes or additions in the work being performed under the construction contract with Altmeyer Inc., for a total amount not-to-exceed \$42,502 of the \$60,005 contingency fund, pursuant to Public Contract Code Section 20142.
8. Authorize the Director of the Department of Public Works to accept the work when 100% complete, and to execute and file the Notice of Completion.

(Presenter: Noel Castillo, 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.

Provide for the Safety, Health and Social Service Needs of County Residents.

FINANCIAL IMPACT

Approval of this item will not result in the use of additional Discretionary Funding (Net County Cost). The total cost of the County Service Area 70 D-1 Lake Arrowhead MacKay Park Pickleball Courts Project (Project) is \$792,871. On September 12, 2023 (Item No. 76), the Board of Supervisors (Board) approved an allocation of \$585,000 from the Third District's Board

**Construction Contract and Related Actions for the County Service Area
70 D-1 Lake Arrowhead MacKay Park Pickleball Courts Project
October 22, 2024**

of Supervisors Discretionary Fund – District Specific Priorities Program (Priorities Program) for the Project. Upon approval, the Project budget increase of \$207,871 will be funded by the County Service Area D-1 Lake Arrowhead (District) Operating Fund’s Available Reserves.

The following 2024-25 budget adjustments are needed to proceed with the Project:

Fund Center	Commitment Item	Description	Action	Amount
CSA 70 D-1 – Lake Arrowhead Operating Fund				
1300001408	55305030	Operating Transfers Out	Increase	\$ 207,871
1300001408	37008880	Fund Balance Reserved – Available Reserves	Decrease	\$ 207,871
CSA 70 D-1 – Lake Arrowhead Capital Improvement Program Fund				
1300003620	54104010	Improvements to Land	Increase	\$207,871
1300003620	40909975	Operating Transfers In	Increase	\$207,871

Sufficient appropriation for the Project will be included in the District’s future recommended budgets as needed.

BACKGROUND INFORMATION

MacKay Park (Park) is located within the District in Lake Arrowhead and is maintained and operated by the Department of Public Works – Special Districts (Department).

The Project will install five pickleball courts, remove the existing volleyball court, and relocate the current exercise equipment throughout the Park. The addition of the pickleball courts will provide a fun, low-impact, and social environment for players of all ages in a sport that has rapidly gained popularity.

On May 21, 2024 (Item No. 92), the Board determined the Project was exempt under the California Environmental Quality Act Guidelines and directed the Department to file and post the Notice of Exemption.

PROCUREMENT

On May 21, 2024 (Item No. 92), the Board approved the Project’s plan and specifications and authorized the Department to advertise the Project for competitive bids. On May 27, 2024, the Department advertised the Project for bids through the County Electronic Procurement Network (ePro) and in accordance with Public Contract Code Section 22037. On May 28, 2024, and June 6, 2024, the Department advertised for bids by publishing the Project in the San Bernardino County Sun and Mountain News newspapers.

During the bidding process, the following addendum was issued:

- Addendum No. 1: Provided all interested parties with Questions and Responses gathered through the bid process, and updated Section A – Bidding Requirements, Instruction to Bidders of the specifications.

On June 10, 2024, a total of seven contractors attended a mandatory pre-bid meeting. On June 27, 2024, the following bids were received:

Contractor Name	Bid Amount
------------------------	-------------------

**Construction Contract and Related Actions for the County Service Area
70 D-1 Lake Arrowhead MacKay Park Pickleball Courts Project
October 22, 2024**

Altmeyer Inc.	\$634,242.00
Deark E & R	\$680,200.00
Hellas Construction, Inc.	\$731,849.51
Tryco General Engineering	\$1,173,800.00

The Department reviewed the bids received for the Project and determined all bids to be responsive. The Department recommends that the Board award the construction contract to Altmeyer Inc., as the lowest responsive and responsible bidder. No appeal/protest letters were received.

The lowest bidder was determined, pursuant to Public Contract Code section 20103.8(b), as the lowest total of the total base bid plus Additive Bid No. 1, Additive Bid No. 2, and Additive Bid No. 3. An Additive Bid refers to a specified portion of work that is supplemental to the base scope of the project. It provides the District with the flexibility to approve additional work if the project budget and available funding permit, ensuring that the expanded scope can be accommodated. The Department has elected to move forward with awarding the Base Bid (\$534,162.00) plus Additive Bid No. 1 only, (\$65,890), for a total contract amount of \$600,052.

The Project will have a contingency fund of \$60,005 to compensate the contractor for verified quantity overruns, as well as changes in the contract under certain circumstances. Under an established formula and based on the amended contract amount of \$60,005, Public Contract Code Section 20142 allows the Board to authorize the Director of the Department to order changes in the contract, including for unforeseen conditions or design shortfalls, should they become necessary in the future, for a total amount not-to-exceed \$42,502 of the \$60,005 contingency fund.

Upon Board approval, construction is anticipated to commence in Spring 2025.

REVIEW BY OTHERS

This item has been reviewed by Auditor-Controller/Treasurer/Tax Collector (Charlene Huang, Auditor-Controller Manager, 382-7022) on September 19, 2024; County Counsel (Sophie A. Curtis, Deputy County Counsel, 387-5455) on September 19, 2024; Finance (Jessica Trillo, Administrative Analyst, 387-4222) on September 30, 2024; and County Finance and Administration (Paloma Hernandez-Barker, Deputy Executive Officer, 387-5423) on October 4, 2024.

**Construction Contract and Related Actions for the County Service Area
70 D-1 Lake Arrowhead MacKay Park Pickleball Courts Project
October 22, 2024**

Record of Action of the Board of Supervisors
Board Governed County Service Areas

APPROVED (CONSENT CALENDAR)

Moved: Joe Baca, Jr. Seconded: Jesse Armendarez
Ayes: Col. Paul Cook (Ret.), Jesse Armendarez, Curt Hagman, Joe Baca, Jr.
Absent: Dawn Rowe

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: October 22, 2024



cc: BGCSA - Hernandez w/agree
Contractor - c/o BGCSA w/agree
File - w/agree
MBA 10/23/2024