



DATE: November 14, 2023

TO: Mayor and City Council

FROM: Director of Maintenance Services

SUBJECT Adopt a Resolution Authorizing the City Manager to Negotiate and Execute an Agreement with Staples Construction Company for the City Hall Second Floor Restroom Remodel in an Amount Not-to-exceed \$315,739

RECOMMENDATION

That Council adopts a resolution (Attachment II) authorizing the City Manager to negotiate and execute an agreement with Staples Construction Company, in an amount not-to-exceed \$315,739.

SUMMARY AND BACKGROUND

The City Hall Second Floor Restroom Remodel project is part of the Facilities Capital Improvement Program (CIP) and supports the City's commitment to provide facilities for employees and the public that are serviceable and in a good state of repair. The current project scope includes a complete restroom remodel of both the men's and women's restrooms on the second floor of City Hall and two additional unisex restrooms located in the rear staff area adjacent to the City Council chambers. The two unisex restrooms are utilized by staff attending City Council and Board and Commission meetings. Built in 1997, and after 25+ years of use, City Hall's restrooms, especially those on the lower floors most utilized by the public, are showing signs of deterioration that are beyond repair and require complete renovation.

DISCUSSION

Hayward City Hall, located at 777 B Street, will have the second-floor men's and women's restrooms completely remodeled. The remodeling will consist of new waterless urinals, hands free faucets and flushometers for the toilets and basins, new basins, new low-maintenance flooring and wall tile, paint, ceiling tile, quartz counters, stainless steel partitions and mirrors. The two unisex restrooms include shower facilities utilized by City staff; these will be included in the projects remodel scope. The Facilities CIP has funding programmed in FY23-26 to remodel all restroom facilities within City Hall, one-floor per fiscal year over the next three years. To ensure uniformity, a similar renovation scope of work will be completed on each

floor, ending on the fourth floor in FY26; renovations on the first floor were completed in FY23.

The City of Hayward is proposing to use Sourcewell, formerly the National Joint Powers Authority (NJPA), which competitively bid construction tasks with pre-set unit prices and specifications for general construction services including materials, equipment, and labor costs, to contract with Staples Construction Company for the remodel.

Sourcewell previously went through a competitive bidding process and awarded a contract to Acco Engineering. California Government Code Section 6500 et seq. authorizes public agencies to enter into an agreement to jointly exercise any power in common to public agencies, including participating in cooperative purchasing agreements, while still remaining within the City’s adopted rules and procedures for purchasing. A job walk was held, and Staples Construction Company submitted a proposal in the amount of \$300,704. Additionally, the City is requesting a 5% project contingency in the amount of \$15,035. Staff has reviewed this proposal and recommends a contract award not-to-exceed \$315,739 and there is ample budget available in the FY24 Facilities CIP.

FISCAL IMPACT

The total project cost is \$315,739 will be funded through FY24 Facilities Capital Improvement.

CITY FACILITY UPDATE CIP #7222 PROJECT COSTS	
Staples Construction Company	\$300,704
Contractor Contingency	\$15,035
TOTAL PROJECT COST	\$315,739

SUSTAINABILITY FEATURES

The City of Hayward is committed to developing projects that are environmentally responsible. Therefore, staff will ensure that the work scope proposed by the contractor incorporates features that are in line with the City’s sustainability guidelines.

STRATEGIC ROADMAP

This agenda item supports the Strategic Priority of Improve Infrastructure.

NEXT STEPS

Once the attached resolution is approved, City staff will negotiate and execute a not-to-exceed contract of \$315,739 with Staples Construction Company for improvements to City Hall second floor restrooms.

Prepared by: Allen Koscinski, Facilities Manager
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Recommended by: Todd Rullman, Director of Maintenance Services

Approved by:



Kelly McAdoo, City Manager