



CITY OF HAYWARD

Hayward City Hall
777 B Street
Hayward, CA 94541
www.Hayward-CA.gov

Cover Memo

File #: CONS 16-252, **Version:** 1

DATE: May 24, 2016

TO: Mayor and City Council

FROM: Director of Public Works

SUBJECT

FY 2016 Sidewalk Tripping Hazards Removal Project- Adoption of Resolution Authorizing the City Manager to Execute a Purchase Order Contract with BPR, Inc.

RECOMMENDATION

That Council adopts the attached resolution (Attachment I) authorizing the City Manager to negotiate and execute a Purchase Order contract with BPR, Inc. for the FY 2016 Sidewalk Tripping Hazard Removal Project.

BACKGROUND

The City's Annual Sidewalk Rehabilitation Program has two components. One is the removal of tripping hazards caused by sidewalk displacements or offsets that are less than one and three-quarter inches. These hazards are removed by saw-cutting or grinding the uplifted sidewalk panel across the width of the sidewalk to produce a smooth and uniform surface that meets ADA slope requirements. The trip hazard removal is performed under a Purchase Order contract following a Request for Proposals (RFP) that is sent to contractors who perform this type of work. The other component of the Sidewalk Rehabilitation Program removes and replaces, with new concrete, all sidewalk displacements exceeding one and three-quarter inches. This work is performed under a separate public bid contract process.

Each year, \$150,000 of the Sidewalk Rehabilitation Program budget is used for removing tripping hazards along the City's sidewalks. The RFP that was sent out sought to identify contractors who could complete the work at the least possible unit price per location in order to maximize the number of locations to be repaired.

In the past, purchase order contracts were approved by the Finance Department without going to Council as long as there was an approved budget for the project. A Purchase Order is a standardized contract typically used for routine purchase of goods and services that becomes binding upon the provision of the goods or services. A new purchasing policy has been implemented, which now requires Council approval for all requisitions exceeding \$75,000.

DISCUSSION

On March 10, 2016, the City's Purchasing Division sent an RFP to ten contractors that perform concrete grinding and saw-cutting work. Two contractors responded, with BPR, Inc. submitting the low price of \$31.24 per location, which is 2% below the engineer's estimate of \$32.00. The second contractor submitted a bid in the amount of \$32.00 per location.

This year's Sidewalk Rehabilitation Program will remove tripping hazards in the Orchard Hayward Hills Neighborhood (District 2) and the Huntwood Tyrell Neighborhood (District 3). Please see Attachment II for location map. Approximately 4,800 locations of uplifted sidewalks will be repaired with this project.

All bid documents and licenses are in order. Staff recommends award of contract to the low bidder, BPR, Inc.

COMPLETE STREETS

The project satisfies the Council's Complete Streets policy by providing safe, pedestrian-friendly sidewalks.

PUBLIC CONTACT

The contractor will send notices to property owners adjacent to the work area, at least seventy-two hours in advance of the start of work.

FISCAL IMPACT

The estimated project costs are as follows:

Construction Contract	\$150,000
Design, Inspections & Construction Administration	\$25,000
TOTAL	\$175,000

The Adopted FY 2016 Capital Improvement Program (CIP) includes \$800,000 for the Sidewalk Rehabilitation Project in the Street System Improvements Fund. This budget will fund the \$175,000 necessary for this project.

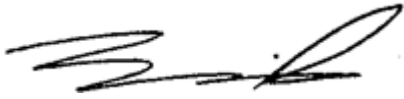
NEXT STEPS

Begin Work	June 20, 2016
Complete Work	December 20, 2016

Prepared by: Yaw Owusu, Assistant City Engineer

Recommended by: Morad Fakhrai, Director of Public Works

Approved by:

A handwritten signature in black ink, appearing to read 'Fran David', written in a cursive style.

Fran David, City Manager

Attachments:

Attachment I
Attachment II

Resolution
Location Map - Districts 2 & 3