



STAFF REPORT

AGENDA NO: 9c

MEETING DATE: May 5, 2025

To: Honorable Mayor and City Council

Date: May 5, 2025

**From: Syed Murtuza, Director of Public Works – (650) 558-7230
Weizhi Cheng, Senior Civil Engineer – (650) 558-7258**

Subject: Adoption of Resolutions Awarding a \$2,794,150 Construction Contract to Westland Contractors Inc. for the Central Burlingame Terrace Subdivision Water Main Replacement, City Project No. 86440, and Valve Replacement Project Phase 2, City Project No. 85260; and Approving a \$458,005 Professional Services Agreement with Coastland Civil Engineering, LLP for Construction Management Services Related to the Project

RECOMMENDATION

Staff recommends that the City Council adopt the attached resolutions as follows:

- (1) Award a construction contract to Westland Contractors Inc. for the Central Burlingame Terrace Subdivision Water Main Replacement, City Project No. 86440, and Valve Replacement Project Phase 2, City Project No. 85260, in the amount of \$2,794,150 and authorize the City Manager to execute the construction contract; and
- (2) Approve a professional services agreement with Coastland Civil Engineering, LLP in the amount of \$458,005 for construction management services related to the project and authorize the City Manager to execute the same.

BACKGROUND

The City Council has implemented a robust Capital Improvement Program (CIP) to address the City's aging infrastructure. The Central Burlingame Terrace Subdivision was identified as a high priority location because the existing 4-inch, 6-inch, 8-inch, and 12-inch cast iron water mains were installed nearly 100 years ago and have reached their intended service life. The work is necessary to continue providing uninterrupted water service and would improve water quality, flow, and pressure to serve the residents in the area. In addition, the new water system will improve fire protection capability for the residents in the affected area.

The water main replacement includes approximately 70 linear feet of new 12-inch, 610 linear feet of new 8-inch, and 4,165 linear feet of new 6-inch Ductile Iron Pipe (DIP) water main on Acacia Drive, Paloma Avenue, Edgehill Drive, Palm Drive, Barroilhet Avenue, and Pepper Avenue. The

project also consists of installing new 1-inch and 2-inch water services, totaling approximately 2,750 linear feet for customer service connections. Eight fire hydrant assemblies will be removed and replaced, and four new fire hydrant assemblies will be installed. Miscellaneous concrete asphalt work will be performed as needed.

Additionally, the Valve Replacement Project Phase 2 was packaged into one construction contract to improve schedule and cost effectiveness. The project includes replacement of nine aging and malfunctioning water valves at seven different sites in the Bayfront area. Their locations are shown on the Project Location Map included in the Exhibits. Replacement of these valves will improve water system reliability and operational flexibility.

DISCUSSION

Construction Contract: The project was advertised for bids on February 18, 2025, and the bids were opened on March 18, 2025. The City received nine bids ranging from \$2,794,150 to \$4,947,496. Westland Contractors, Inc. is the lowest responsible bidder with its base bid amount of \$2,794,150, which is 18% lower than the engineer's estimate of \$3,396,000. Staff has reviewed Westland Contractors, Inc.'s proposal and found that the contractor has met all the project requirements and has a past history of successfully performing similar work for nearby cities such as the City of San Mateo and the Town of Hillsborough. As a result, staff recommends that the City Council award the project to Westland Contractors, Inc.

Professional Services Contract: Coastland Civil Engineering, LLP has been selected as the top qualified firm to provide professional services related to construction management and inspection through a competitive Request for Proposals process. Coastland Civil Engineering, LLP has extensive experience in construction management and inspection services for utility work and has successfully completed similar projects for the City in the past. Staff has negotiated a professional service fee with Coastland Civil Engineering, LLP in the amount of \$458,005 for the following work:

- Attend and manage pre-construction meetings between the City and contractor;
- Perform daily construction inspections and provide construction management services for a 160 working day construction period;
- Assemble project files and administer construction management procedures;
- Prepare daily written construction reports and document photographic records of the project;
- Attend weekly construction progress meetings, perform necessary field engineering work, and perform quality assurance assessments;
- Provide written reports and documentation, including weekly statement of working days, meeting minutes, field directive log, and tracking change orders;
- Perform construction management services including managing submittals, requests for information (RFI), and labor compliance; and maintain records;
- Perform cost and schedule management including reviewing and advising the City on contractor's overall and weekly construction schedule as well as tracking work quantities'

calculations;

- Provide public relations and outreach services;
- Provide conflict resolution and claims management services including negotiating claims and advising the City regarding liquidated damages and final payment;
- Perform compaction testing services; and
- Perform project close out inspection and develop final punch list.

The professional service fee amount represents approximately 16% of the construction cost. The amount is consistent with industry standards for construction management and inspection services based on the scope and complexity of the project.

The project construction is anticipated to begin in June 2025 and be completed by spring 2026.

FISCAL IMPACT

Estimated Project Expenditures:

The following are the estimated project construction expenditures:

Construction Contract	\$2,794,150
Construction Management & Inspection	\$458,005
Construction Contingencies (15%)	\$487,823
Engineering Administration and Staff Time	\$60,022
Total	\$3,800,000

Funding Availability:

The City Council has previously approved the project as part of the City's Capital Improvement Program (CIP). Additional funding is being proposed in the FY 2025-2026 budget. Adequate funding will be available in the Water Enterprise Fund to complete the project after July 1, 2025.

CIP 326-86440 – Central Burlingame Terrace Subdivision WMR	\$3,600,000
CIP 326-85260 – Valve Replacement Project	\$200,000
Total	\$3,800,000

Exhibits:

- Resolution Awarding Construction Contract
- Resolution Approving Professional Services Agreement
- Bid Summary
- Construction Contract
- Professional Services Agreement
- Project Location Map