



# STAFF REPORT

AGENDA NO: 9j

MEETING DATE: April 6, 2026

**To: Honorable Mayor and City Council**

**Date: April 6, 2026**

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

**Subject: Adoption of a Resolution Awarding a \$293,718 Construction Contract to Finish Line Electric, Inc. for the Electric Vehicle Chargers Installation at the Public Works Corporation Yard, City Project No. 86900, and Authorizing the City Manager to Execute the Construction Contract**

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## **RECOMMENDATION**

Staff recommends that the City Council adopt the attached resolution awarding a construction contract to Finish Line Electric, Inc. for the Electric Vehicle Chargers Installation at the Public Works Corporation Yard, City Project No. 86900, in the amount of \$293,718 and authorizing the City Manager to execute the construction contract.

## **BACKGROUND**

The City Council has authorized funds in the Capital Improvement Program to install Electric Vehicle (EV) charging stations for the City's electric fleet vehicles at the Public Works Corporation Yard, located at 1361 N. Carolan Avenue. Staff has been coordinating with PG&E through its EV Fleet Program to secure incentives and rebates that help reduce project costs. The project scope includes installation of one 60-kilowatt EV charging station, eight 30-kilowatt single-port EV wallbox chargers, switchgear, associated conduit and wiring, and other miscellaneous work. These improvements will provide reliable charging capacity for Public Works fleet vehicles, reduce fuel and maintenance costs, and improve operational efficiency.

## **DISCUSSION**

The project was advertised for bids on January 13, 2026, and the sealed bids were opened on February 10, 2026. The City received 14 bids ranging from \$242,900 to \$595,000. Nema Construction was the lowest apparent bidder with its bid amount of \$242,900; however, Nema Construction requested to withdraw their bid due to clerical errors, as allowed under Public Contract Code. Finish Line Electric, Inc., the second lowest bidder, is the lowest responsible and responsive bidder with its bid amount of \$293,718, which is approximately 16.1% lower than the engineer's estimate of \$350,000. The lower than estimated bids are due to competitive market conditions and seasonal timing, as contractors are seeking work at the beginning of the calendar year. Staff has reviewed Finish Line Electric, Inc.'s proposal and found that the contractor has met all the project

requirements and has history of performing similar work successfully for the City of Burlingame and other jurisdictions within the Bay Area.

Staff recommends that the City Council award the project to Finish Line Electric, Inc. and authorize the City Manager to execute the construction contract. Staff also recommends that the City Council authorize a 15% construction contingency budget to address unforeseen conditions.

The project is anticipated to start in summer 2026 and be completed by winter 2026.

**FISCAL IMPACT**

Estimated Construction Expenditures:

The following are the estimated construction expenditures:

Construction	\$293,718
Construction Contingency (15%)	\$44,058
Staff Time & Administration	\$22,224
<b>Total</b>	<b>\$360,000</b>

Funding Availability:

The City Council has previously approved the project as part of the City's Capital Improvement Program. There are adequate funds available in the CIP to complete the project.

Exhibits:

- Resolution
- Bid Summary
- Construction Contract
- Project Location Map