



**General Services Agency  
Capital Projects  
COUNTY OF TULARE  
AGENDA ITEM**

**BOARD OF SUPERVISORS**

KUYLER CROCKER  
District One  
PETE VANDER POEL  
District Two  
AMY SHUKLIAN  
District Three  
EDDIE VALERO  
District Four  
DENNIS TOWNSEND  
District Five

**AGENDA DATE:** June 4, 2019 - **REVISED**

Public Hearing Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Scheduled Public Hearing w/Clerk	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Published Notice Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Advertised Published Notice	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Meet & Confer Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Electronic file(s) has been sent	Yes	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Budget Transfer (Aud 308) attached	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Personnel Resolution attached	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Agreements are attached and signature line for Chairman is marked with tab(s)/flag(s)	Yes	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>

CONTACT PERSON: Maria Benavides    PHONE: 205-1124

**SUBJECT:** Motor Pool Parts Office Construction Project Agreement

**REQUEST(S):**

That the Board of Supervisors:

1. Ratify Purchasing Agreement PA3663 with RL Crawford Constructors, Inc. for Motor Pool Parts Office Construction Project.
2. Approve an Amendment to Agreement PA3663 to increase the agreement amount by \$3,100.01, from \$101,680.00 to \$104,780.01.
3. Authorize the Chairman to sign the Amendment.
4. Authorize the final payment to RL Crawford Constructors, Inc. in the amount of \$3,100.01.

**SUMMARY:**

The Motor Pool Parts Office Construction Project included the construction of a new parts office within the existing Motor Pool Shop located at 14097 Avenue 256 in Visalia. The scope of work included, the removal and infill of an existing garage door, the construction of new walls, two new doors and hardware, new cabinets and parts counter along with a service window, drywall, painting, insulation, acoustical ceiling, the relocation of an existing hand wash basin, the relocation of existing gas shop heaters, electrical, and a new HVAC unit.

On December 6, 2018, bids were opened for the Project and the lowest responsible bidder was RL Crawford Constructors, Inc. of Visalia, in the amount of \$101,680.00. The Project was awarded and an agreement was finalized by County Purchasing on January 8, 2019. The Project was completed and accepted by Capital Projects staff on April 16, 2019.

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There were four proposed change orders during the Project for added scope to resolve unforeseen conditions and minor scope additions requested by Motor Pool Staff. The proposed change orders are summarized below.

Motor Pool Parts Office Change Order Summary			
Proposed Change Order Description	PCO No.	Days	Amount
RFI 02 Base Flashing at Garage Door Infill	02.1	0	\$1,279.34
Window Sill Metal Cover	03	0	\$287.70
RFI 05 Sound Board at Parts Office west wall	04	0	\$537.97
Elastomeric Paint Shop Side of New Walls	05	0	\$995.00
<b>Total Motor Pool Parts Office Change Order Increase</b>			<b>\$3,100.01</b>

When the Project was completed, Capital Projects provided the proposed change orders for agreement modification and the Project acceptance/notice of completion memo to Purchasing, which inadvertently recorded the Notice of Completion with the County Recorder prior to approving the agreement modification with the vendor.

Since the Notice of Completion has been recorded, Board authorization to make the final payment is required. The proposed change order work was reviewed and approved by Capital Projects staff while the project was active. The proposed change order work was necessary and appropriate for the successful completion of this project.

Therefore, staff is requesting that the Board ratify Purchasing Agreement PA3663 with RL Crawford Constructor, Inc., amend the agreement amount by \$3,100.01, and authorized the final payment to the contractor.

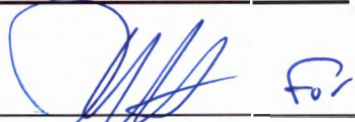
**FISCAL IMPACT/FINANCING:**

The Project is funded in the Capital Projects Fund 030-086-3400-8179. The proposed change orders are covered within the approved budget for this Project.

**LINKAGE TO THE COUNTY OF TULARE STRATEGIC BUSINESS PLAN:**

The County's Strategic Business Plan includes the Organizational Improvement initiative. This Project provides a more efficient work environment for Motor Pool Staff as they serve other county departments in the maintenance and care of county vehicles.

**ADMINISTRATIVE SIGN-OFF:**



Mark Van Fossen  
Capital Projects Coordinator II

cc: County Administrative Office

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Attachment(s)  
Amendment to Agreement PA3663 with RL Crawford Constructors, Inc.

**BEFORE THE BOARD OF SUPERVISORS  
COUNTY OF TULARE, STATE OF CALIFORNIA**

IN THE MATTER OF THE MOTOR POOL )  
PARTS OFFICE CONSTRUCTION ) Resolution No. \_\_\_\_\_  
PROJECT AGREEMENT ) Agreement No. \_\_\_\_\_  
)

UPON MOTION OF SUPERVISOR \_\_\_\_\_, SECONDED BY  
SUPERVISOR \_\_\_\_\_, THE FOLLOWING WAS ADOPTED BY THE  
BOARD OF SUPERVISORS, AT AN OFFICIAL MEETING HELD \_\_\_\_\_  
\_\_\_\_\_, BY THE FOLLOWING VOTE:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

ATTEST: JASON T. BRITT  
COUNTY ADMINISTRATIVE OFFICER/  
CLERK, BOARD OF SUPERVISORS

BY: \_\_\_\_\_  
Deputy Clerk

\* \* \* \* \*

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3. Authorize the Chairman to sign the Amendment.
4. Authorized the final payment to RL Crawford Constructors, Inc. in the amount of \$3,100.01.