


Agenda Report Reviewed by:
City Manager: 

**CITY OF SEBASTOPOL
CITY COUNCIL
AGENDA ITEM**

Meeting Date: January 19, 2021
To: Honorable Mayor and Honorable City Councilmembers
From: Henry Mikus, Engineering Manager
Subject: Notice of Completion, Contract No. 2020-03
SCCC Bathroom Renovation
Recommendation: Adopt Minute Order accepting improvements for public use; Authorize staff to file a Notice of Completion.
Funding: Currently Budgeted: Yes No N/A
Net General Fund Cost: none
Fund 103 was used for project costs; cost code was 103-4202-5100; PM code was 0212-97.00.
Initial price quote was \$11,108; contract total was \$14,789.

Account Code/Costs authorized in City Approved Budget AK (verified by Administrative Services Department)

INTRODUCTION/PURPOSE: This item is to request the City Council Adopt Minute Order accepting improvements for public use and Authorize staff to file a Notice of Completion for the SCCC Bathroom Renovation.

BACKGROUND:

The City of Sebastopol awarded the contract for the SCCC Bathroom Renovation Project to the Contractor, Earthtone, on June 2, 2020. The contract price was \$11,108.00.

DISCUSSION:

On July 15, 2020, the project was completed by Earthtone. The final project price was \$14,789.60 due to the discovery of dry-rot in framing which required replacement of the framing and baseboard. The contractor has completed the work within the contract time period, and it has been inspected and approved by the City Engineer.

A Notice of Completion is attached and will be submitted once the project has been accepted by the City Council.

PUBLIC COMMENT:

As of the writing of this staff report, the City has not received any public comment. However, staff anticipates receiving public comment from interested parties following the publication and distribution of this staff report. Such comments will be provided to the City Council as supplemental materials before or at the meeting. In addition, public comments may be offered during the “Public Comment” portion of the City Council discussion.

PUBLIC NOTICE:

This item was noticed in accordance with the Ralph M. Brown Act and was available for public viewing and review at least 72 hours prior to schedule meeting date.

FISCAL IMPACT:

None, as the project is complete.

RECOMMENDATION: That the City Council adopt a Minute order for the SCCC Bathroom Renovation Project for the following:

1. Accepting improvements for public use;
2. Authorize staff to file a Notice of Completion

ATTACHMENT(S):

Notice of Completion, Contract 2020-03

When Recorded Return to:

City of Sebastopol
P. O. Box 1776
Sebastopol, CA 95473

Recorded for the benefit of the City of Sebastopol
and exempt from recording fees pursuant to
Government Code Section 6103.

(Space Above this Line is for Recorder's Use Only)

**NOTICE OF COMPLETION
Contract 2020-03**

NOTICE IS HEREBY GIVEN THAT:

1. The undersigned is owner of the interest or estate below in the property hereinafter described.
2. The full name of the undersigned is the City of Sebastopol, a Municipal Corporation.
3. The address of the undersigned is P. O. Box 1776, Sebastopol, CA 95473
4. The nature of the title of the undersigned is owner in fee.
5. All work of improvement on the property hereinafter described was completed as of July 15, 2020.
6. The name of the original contractor for the work of improvement was Earthtone Construction, of Sebastopol, California.
7. The work of improvement is described as follows:

Contract No. 2020-03
SCCC Bathroom Renovation
 Original Contract Price: \$11,108.00
 Final Contract Price: \$14,789.60

I am the Engineering Manager for the City of Sebastopol, a Municipal Corporation, the owner of the indicated interest or estate in the property described above. I make this verification on behalf of the City of Sebastopol. I have read the Notice and know its contents. I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

CITY OF SEBASTOPOL
A Municipal Corporation

Dated: _____

Henry Mikus, Engineering Manager