



STAFF REPORT

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3/14/2023

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**AGENDA ITEM**

**TO:**

**HONORABLE MAYOR  
AND MEMBERS OF THE CITY COUNCIL**

**FROM:**

**THOMAS BEKELE  
PUBLIC WORKS DIRECTOR**

**SUBJECT:**

**PUBLIC WORKS CONTRACT WITH TJ JANCA CONSTRUCTION, INC. (TJ JANCA)  
FOR THE DISCOVERY WELL PARK PLAY AREA RESURFACING PROJECT  
(PORTION OF PROJECT NO. 80.23006)**

**Summary:**

Staff is proposing a Public Works Contract with contractor TJ Janca for construction of the Discovery Well Park Play Area Resurfacing Project. The scope of work includes installation of a rubberized poured-in-place playground surface compliant with Americans with Disabilities Act (ADA), Consumer Product Safety Commission (CPSC) guidelines, and American Society for Testing and Materials (ASTM) standards for playgrounds.

The subject scope of work is a portion of Capital Improvement Project (CIP) No. 80.23006. The City procured the contract separately due to Federal Community Development Block Grant (CDBG) funding requirements. The City Council approved a separate contract with Playcore Wisconsin, Inc. DBA GameTime (GameTime) on October 25<sup>th</sup>, 2022, to perform other portions of Project No. 80.23006 and Project No. 80.23005 which include installation of new playground equipment at Discovery Well Park, resurfacing of the adjacent basketball court, and conversion of the existing handball court into a pickleball court.

**Recommendations:**

1. Authorize the City Manager to enter into a Public Works Contract with TJ Janca for construction of the Project, in a form approved by the City Attorney. The term of the agreement is for 30 calendar days upon issuance of Notice to Proceed with a not-to-exceed contract amount of \$82,357.00.
2. Authorize contingencies of \$3,645 and up to a 180-day term extension pursuant to the City's Purchasing and Contracting Guidelines, to be utilized if approved by the Public Works Director.

Fiscal Impact:

The construction budget for the installation of play equipment and play area surfacing at Discovery Well Park (Project No. 80.23006) is \$502,000. The construction budget for sports court surfacing of the basketball court and pickleball court at Discovery Well Park (Project No. 80.23005) is \$40,000. The City Council approved a contract with GameTime on October 25<sup>th</sup>, 2022, for both construction of the play equipment and sports court surfacing portions of project scopes 80.23006 and 80.23005 respectively. The proposed contract under consideration tonight is with TJ Janca for the construction of the play area surfacing scope of Project No. 80.23006 in compliance with Federal funding requirements to utilize \$86,002 of the City's Community Development Block Grant (CDBG) funding. Table 1 shows both contract amounts relative to their overall project budgets; both contracts and projects are within their respective adopted FY22-23 CIP budgets.

Table 1: Discovery Well Park Improvement Project Budget

Project Funding Source	80.23006 Budget	80.23005 Budget	Play Equipment & Sports Court Surfacing Contract (GameTime)	Play Area Surfacing Contract (TJ Janca)	Budget Remaining
CIP Reserves	\$230,998	\$40,000	\$258,330.95	\$0	\$12,667.05
CDBG (federal funds)	\$86,002	\$0	\$0	\$86,002	\$0
Prop 68	\$185,000	\$0	\$185,000	\$0	\$0
<b>Total</b>	<b>\$502,000</b>	<b>\$40,000</b>	<b>\$443,330.95*</b>	<b>\$86,002*</b>	<b>\$12,667.05</b>

\*Contract amounts include City Council-authorized contingencies for unforeseen conditions or extra work.

Strategic Plan Objective:

Goal No. 4: Maintain and improve the public infrastructure.

Goal No. 5: Ensure an enhanced quality of life for the residents.

Background:

In February 2021, the City Council approved the 2021 Parks and Recreation Master Plan and authorized staff to create a Prioritization and Implementation Plan (PIP) to clearly define goals, objectives, and priorities for the Community Services Department, which was subsequently adopted in January 2022.

On December 14, 2021, the preliminary conceptual playground design for Discovery Well Park was presented to City Council. Subsequently, the City Council approved the submission of an application for a grant for the Discovery Well Park Improvement Project which included a new playground, resurfacing of the basketball court, and installation of a pickleball court.

On January 25, 2022, the City Council approved and authorized CDBG funds to be allocated for the rubberized playground surfacing at Discovery Well Park in the amount of \$86,002.

On May 26, 2022, the City held a Budget Workshop for FY 2022-23 which included a proposed budget of CIP Reserve funds of \$230,998, CDBG grant funds of \$86,002, and Prop 68 funds of \$185,000 for the Discovery Well Park Improvement Project (No. 80.23006). A budget of CIP Reserve Funds of \$40,000 was proposed for Project No. 80.23005 for resurfacing of the basketball court and conversion of the handball court into a pickleball court. CIP Reserve funds will partially be funded by Signal Hill Measure R. On June 28, 2022, the City Council adopted the FY 2022-23 Budget which included the Discovery Well Park Improvements (Project Nos. 80.23005 and 80.23006) as part of the CIP.

On October 25, 2022, the City Council approved a Public Works Contract with GameTime for construction of the Discovery Well Park Improvement Project. The Project includes the resurfacing of the basketball court, conversion of the existing handball court into a pickleball court, and installation of the new play equipment. At that time, staff estimated installation of the play equipment portion of the Project would begin in February 2023 due to a long lead time in ordering and receiving the playground equipment. As of this writing of this report, GameTime received the play equipment and is scheduled to begin installation on March 13<sup>th</sup>, 2023.

### Analysis:

#### Bid Circulation Process

On February 9, 2023, a Notice Inviting Bids was posted at the City's public notice locations, sent to subscribers through the City's website, and posted on PlanetBids via the City's portal. In addition, mandatory pre-bid meetings were held on February 15, February 21, and February 22 to inform prospective bidders of the opportunity, review the scope of work, and review the federal CDBG funding requirements.

#### Bid Results

The table below lists the bids received by the bid due date of March 2, 2023:

Table 2: Bids Received

Firm Name	Bid Amount
1. TJ Janca Construction, Inc.	\$82,357.00
2. Ortco, Inc.	\$93,160.00
3. Robertson Recreational Surfaces/Tot Turf	\$95,881.60
4. Playcore Wisconsin, Inc.	\$105,734.80

#### Contractor Selection

TJ Janca, the lowest bidder, submitted its bid documents prior to the bid closing date and time, including a hard copy bid bond. All items and documents have been submitted; as such, staff determined TJ Janca to be the lowest responsive and responsible bidder. In addition, staff submitted a bid opening report and bid package compliance responsiveness report to Los Angeles County Development Authority as required to ensure compliance with Federal funding requirements.

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Staff conducted reference checks on the company's listed projects in the Statement of Qualifications and verified that TJ Janca is properly licensed to perform the work under this contract. Staff is recommending award of contract to TJ Janca in the amount of its bid.

Upon contract execution and submittal of all required contract documents, staff will issue Notice to Proceed to the contractor. Construction of the project and placement of the rubberized play surface is estimated to start in early April 2023 dependent on completion of installation of playground equipment. Playground equipment installation by GameTime is scheduled to start March 13<sup>th</sup>. Both projects are anticipated to be completed in May 2023.

Reviewed:

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Sharon del Rosario

Approved:

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Carlo Tomaino

Attachment:

A. Contract