



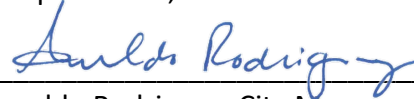
## REPORT TO CITY COUNCIL

**Approved by:**

**Council Meeting of:** March 20, 2024

  
\_\_\_\_\_  
Joseph Hebert, Parks & Community Services Director

**Agenda Number:** D-7

  
\_\_\_\_\_  
Arnaldo Rodriguez, City Manager

**SUBJECT:**

Contract Change Order for the Centennial Park Pool Complex Upgrades and Repairs Project

**RECOMMENDATION:**

Adopt a Resolution Approving a Contract Change Order for the Centennial Park Pool Complex Upgrades and Repairs Project in the Amount of \$29,000

**SUMMARY:**

Following Council approval of Resolution No. 24-13 on January 17, 2024, awarding a contract to New Image Pool Interiors, Inc. for improvements and repairs at the Centennial Park Pool Complex, staff have identified additional necessary upgrades. Upon examination, it has been determined that replacing the existing ADA ramp railing and several sets of grab rails with anchors around the pool and dive pool is advisable due to corrosion issues. To address these concerns, staff recommends approving a change order to accommodate these repairs, with an associated projected cost of \$29,000.

**DISCUSSION:**

The Centennial Park Pool Complex Upgrades and Repairs Project is being funded with Community Development Block Grant (CDBG) award funding. The City was awarded \$215,000 for the improvements at Centennial Park Pool Complex for Fiscal Year 2023/24.

The City released IFB No. 202324-08 on December 6, 2023. Bids were due on December 20, 2023. Regrettably no bids were received.

On January 17, 2024, staff brought the request before Council to authorize direct negotiations with a contractor, with the construction agreement not to exceed \$210,000. It was at this time

staff initiated the direct negotiations with New Image, a local contractor that had shown interest during the bid process but had not submitted a bid due to the CDBG Section 3 Program bid requirements. Staff and New Image were able to negotiate the construction agreement at \$210,000. The Engineer's Estimate projected the cost of the project at \$217,061.

After New Image was able to provide insurance documentation, performance bond, and payment bonds. New Image began work on February 26, 2024, after a Notice to Proceed was executed. They immediately began work to prepare the lap and dive pool for the removal of the existing plaster and tile at the pools.

For context:

- The lap pool measures 81 feet by 47 feet, with a depth of 3 ½ feet.
- The lap pool covers approximately 4,703 square feet.
- The dive pool measures 34 feet by 29 feet, with a depth ranging from 8 feet to 13 feet.
- The dive pool covers approximately 2,309 square feet.
- The lap pool has an ADA ramp that measures 51 feet in length by 3 feet. Only a 46-foot portion of the ramp is tiled, with the remaining ramp floor not tiled towards the pool depth area.
- Both the lap pool and dive pool had a trim tile consisting of 6-inch by 6-inch tiles serving as the water line tile.

IFB No. 2023-24-08 included the following scope of work:

- Replastering of the lap pool and dive pool
- Replacement of the lap pool and dive pool waterline tile
- Replacement of lap pool and dive pool safety tiles (depth, no running, no diving)
- Replacement of the ADA ramp floor tile with new tile
- Replacement of 7 skimmers on the lap pool
- Replacement of 8-floor fittings on the dive pool

The IFB did not request the replacement of the railing at the lap pool ADA ramp. The work was originally not included in the initial IFB due to budget constraints and the primary scope of work included retiling, replastering, skimmer, and floor-fittings replacements as the most crucial work needing to be addressed as funding was available.

Addressing the replacement of the railing at the lap pool ramp would be optimal now, though, since the pool has been drained and the ramp has been stripped of its floor tile, leaving the area accessible to remove the existing railing and install of new railing. New Image has provided insight on the replacement of the railing and has shared that the railing is a specialty railing that would be fabricated out of state, by expert craftsmen, to the measurement needed.

It should be noted that the existing rail itself is solid and poses no immediate concerns at the moment, yet the rail is deteriorating visually with several welded patches to ensure the stability

of the rail, addressing cracking. The rail does have a tremendous amount of calcium buildup, which continues to lead to the corrosion of the steel. The five grab rails along the lap and dive pool face similar corrosion conditions that would benefit from replacement, along with improvements to the pools overall.

Implementing these replacements now would address future concerns of the ramp rail and grab rails, and contribute to the overall safety, accessibility, and longevity of the infrastructure of the aquatics facility, ensuring an improved experience for users of the pool.

The recommendation is underscored by the upcoming aquatics season set to start in May 2024, and most importantly due to the Department of Housing and Urban Development (HUD) timeliness check on May 2, 2024, regarding the City’s CDBG award balances status.

The project has been temporarily halted, pending presentation to the Council for further deliberation and decision-making.

**FINANCIAL IMPACT:**

Recommendations to address the replacement of the railing on the lap pool ramp, as well as the grab rails along the pools of \$29,000. This amount stems from the following:

<b>Table 1: Recommended Change Order Additive Items</b>		
1.	Install of 2 custom handicap rails with ten (10) anchors and escutcheons	\$20k
2.	Install of 5 sets of figure-4 grab rails with anchors and escutcheons along the lap and dive pool	\$9k
<b>Total Additive Amount</b>		<b>\$29k</b>

Table 2 below outlines the current balance of the CDBG award, with expenditures to date.

<b>Table 2: CCLGP Expenditures/Encumbered to Date</b>	
Madera Tribune for IFB Advertisement	\$2,304.90
New Image Pool Interiors, Inc.	\$210,000
<b>Total Expenditures/Encumbered to Date</b>	<b>\$213,304.90</b>
CDBG Award Total	\$215,000
<b>Balance</b>	<b>\$2,695.10</b>

The CDBG grant balance of \$2,695.10 would go towards the change order as an allowable expense related to the completion of the grant component. The remaining balance that would not be able to be covered by CDBG funding would be \$26,304.90.

Staff is recommending using part-time salary savings from the Aquatics budget #10206230 to cover the additional costs. For Fiscal Year 2023/24, a total of \$126,404 was budgeted for part-time salaries. This amount is intended for the salaries of the Certified Pool Operators who provide

year-round maintenance to the pool, the Pool Manager who provides day-to-day oversight of the pool during the aquatics season, the Head Lifeguard, the Lifeguards/Swim Instructors, and the Program Leaders who support the function of the aquatics program.

Table 3 shows a detailed description of the projected programming hours and total budgeted amount requested for Fiscal Year 2023/24.

<b>Table 3: Aquatics Program Projected Part-Time Program Hours and Salary Needs for FY 23/24</b>			
<b>Position</b>	<b>Hours Estimated</b>	<b>Rate</b>	<b>Total</b>
Facility Aide, CPO (x2)	896	\$16.00	\$14,336
Pool Manager (x1)	480	\$17.50	\$8,400
Head Lifeguard (x1)	480	\$17.00	\$8,160
Lifeguard/Swim Instructor (x12)	5,760	\$16.00	\$92,160
Program Leader I (x3)	216	\$16.00	\$3,348
<b>Total</b>			<b>\$126,404</b>

Year to date, actual salaries spent are \$49,969.94. This leaves an available balance of \$76,436 through June 30, 2024. With the assumption the aquatics season will begin in mid-May with rentals being made available only. Full day, regular programming aquatics season typically starts June 1, 2024, with the onset of school out for the summer and open-swim hours in the day. Staff estimates the additional salary expenditure as follows through June 30, 2024, as shown in Table 4 below.

<b>Table 4: Projected Part-Time Program Hours Aquatics Season Through June 30, 2024</b>			
<b>Position</b>	<b>Hours Estimated</b>	<b>Rate</b>	<b>Total</b>
Facility Aide, CPO (x2)	300	\$16.00	\$4,800
Pool Manager (x1)	180	\$17.50	\$3,150
Head Lifeguard (x1)	180	\$17.00	\$3,060
Lifeguard/Swim Instructor (x12)	2,000	\$16.00	\$32,000
Program Leader I (x3)	120	\$16.00	\$1,920
Total			\$44,930
FY 23/24 Budgeted Part-Time Salaries			\$126,404
FY 23/24 Actual YTD			\$49,969.94
End-of-Year Projected Part-Time Salaries Expenditure			\$94,899.94
Balance Anticipated			\$31,504.06

In summary, there is an anticipated balance available from the aquatics part-time salaries budget of \$31,504.06. This would be sufficient to cover the change order at the needed amount of \$26,304.90 not able to be funded by CDBG award funding.

**ALTERNATIVES:**

In considering the Council's options, there is one potential alternative identified for consideration:

1. The Council may forfeit approval of the change order altogether, resulting in New Image moving forward with the remaining scope of work without addressing the recommended additional work.

**ATTACHMENTS:**

1. Adopt a Resolution Approving a Contract Change Order for the Centennial Park Pool Complex Upgrades and Repairs Project in the Amount of \$29,000

**ATTACHMENT 1**

Resolution Approving a Contract Change Order for the Centennial Park Pool Complex  
Upgrades and Repairs Project in the Amount of \$29,000

**RESOLUTION NO. 24-\_\_\_\_\_**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MADERA APPROVING  
A CONTRACT CHANGE ORDER FOR THE CENTENNIAL PARK POOL  
COMPLEX UPGRADES AND REPAIRS PROJECT IN THE AMOUNT OF  
\$29,000**

**WHEREAS**, the Centennial Park Pool Complex Upgrades and Repairs Project, hereinafter called the "Project" is funded by the Community Development Block Grant (CDBG); and

**WHEREAS**, the City entered into a construction agreement for the Project with New Image Pool Interior, Inc. (New Image); and

**WHEREAS**, the construction agreement total was set at \$210,000, with no provision for contingencies; and

**WHEREAS**, there is a recommendation for the approval of a change order at the cost of \$29,000; and

**WHEREAS**, the change order would address the replacement of the ramp railing on the lap pool, as well as grip rails along the lap and dive pools; and

**WHEREAS**, the change order would be covered with a portion of CDBG funding, and savings from the aquatics part-time salaries budget, #10206230-5005.

**NOW, THEREFORE, THE COUNCIL OF THE CITY OF MADERA** hereby resolves, finds, determines and orders as follows:

1. The foregoing recitals are true and correct and incorporated herein by reference.
2. A contract change order in the amount of \$29,000 for the Centennial Park Pool Complex Upgrades and Repairs Project is awarded to New Image.
3. This resolution is effective immediately upon adoption.

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