Reviewed Date:	Approved:	Meeting Date:	Agenda Item:
4/15/2011 3:41:28 PM	Bryan Whitemyer, City Manager	April 25 , 2011	**3**

Executive Summary

Presented To: Honorable Mayor and City Council
Presented By: Bryan Whitemyer, City Manager
Subject: Consider Adoption of Resolution 2011-033 Adopting an Additional Appropriation for the Community Enhancement Funds; and Adoption of Resolution 2011-034 Awarding a Bid to Gold Star Painting for the Hughson Water Tank Rehab Project and Authorizing the City Manager to Sign the Contract on Behalf of the City.

Enclosure:
a. Resolution 2011-033/Resolution 2011-034
b. Bid Procedure

Budget Action: Budget Appropriation from the Community Enhancement Fund in the Amount of $77,000 to Fund 20-7003-800 to be Designated to Specific Projects; Designating $30,000 of Those Funds to the Water Tank Rehab Project; and Remaining Funds to be Allocated with Future Action of Council.

Desired Action: Adopt Resolution 2011-032 Approving a Budget Appropriation from Community Enhancement Funds in the Amount of $77,000; Adopt Resolution 2011-034 Approving a Contract with Gold Star for the Hughson Water Tank Rehab Project and Authorizing the City Manager to Execute the Contract.

Background:

Over the last few years, the City has accumulated approximately $77,000 in Community Enhancement Fund revenue. Community Enhancement Funds are received from a fee placed on all new homes built in the City. The purpose of this report is to provide the Council the opportunity to discuss how these funds should be utilized. Council directed staff to return with suggested projects and staff has provided a list of projects for Council consideration and approval.

Staff has provided three suggestions listed below.

Repainting Water Tower – The Hughson Water Tower is a local landmark that is seen by anyone driving through town on Santa Fe Road as well as the downtown area. This tower serves as the gateway landmark to the railway and vehicle traffic as it enters our community from the northwest or southeast along Santa Fe Road.

In order to improve the look and feel of the community, Staff is recommending that approximately $30,000 in Community Enhancement Funds be utilized to rejuvenate and repaint the Hughson Water Tower. The tower would be painted in "Hughson Beige" with the words "Welcome to Hughson" in black on both sides of the tank, visible along Santa Fe Road.

There is also an opportunity to add a logo on the east side of the tank. In casual discussions with individuals in the community, some have suggested placing a Huskies' paw print on that side. Knowing the pride that exists in the community for the high school's academic and sports programs, Staff would recommend placing the iconic Husky paw print on the east side of the tank.

Since the cost is estimated less than $50,000, bids have been collected using the City's Informal Bid procedure. (Attached as Exhibit b)

The City received four informal bids ranging from $24,980 to $106,570, and is recommending the City select Gold Star Painting, who was the lowest and most responsive bidder. The bids are as follows:

- Gold Star Painting $ 24,980.00
- Water-Mix $ 47,750.49
- APEX $ 65,700.00
- West Painting $106,570.00

In addition, the City is requesting allocation of $5,020 in order to provide the option of including the Huskie's Paw Print Logo. The total cost of the project is not to exceed $30,000.

Hughson High School Community Sports Field project: Currently the School District owns vacant land east of the baseball diamond and football field at the high school. The goal is to install additional sports fields that would include baseball, softball, and soccer fields. Staff believes this is an excellent project that has tremendous benefit to the general community. As a result staff would like the Council to consider allocating $25,000 in Community Enhancement Funds to help support this project.

Before these funds could be given to the project, a Memorandum of Understanding (MOU) between the District and the City that articulates the community use opportunities would need to be developed. The City Council and the District Board would then have to review and approve the MOU before the funds could be dispersed. The funds cannot be dispersed until the MOU is formalized and adopted by both the boards of the School District and the City.

Does the Council support using $25,000 in Community Enhancement Funds for this purpose?

Lighting Improvement Project at Tully Road and Hatch Road: Staff is in the process of completing improvements at the intersections of Hatch and Tully Road, Seventh Street and Euclid Avenue.

The purpose of the improvements is to increase visibility of these intersections. These improvements include the installation of reflector signs, which has been completed. Staff is getting estimates for lighting and upon receipt of informal bids, staff will return with an item for Council consideration.

It is anticipated that the remaining Community Enhancement Funds will be insufficient to install lighting at all three bridges and the project will require additional funding from other sources. Staff is currently reviewing other options.

Recommendation: Council is requested to take two separate actions.

1. Adopt Resolution 2011-033 adopting an additional allocation from Community Enhancement Funds in the amount of $77,000 to be allocated to fund 20-7003-800.; and

2. Adopt Resolution 2011-034 awarding a bid to Gold Star Painting for the Hughson Water Tank Rehab Project in the amount of $24,980, not to exceed $30,000 and authorizing the City Manager to sign the contract on behalf of the City.

CITY OF HUGHSON
CITY COUNCIL
RESOLUTION 2011-033

APPROPRIATION OF COMMUNITY ENHANCEMENT FUNDS TO BE USED FOR THE WATER TANK REHAB PROJECT; HUGHSON HIGH SCHOOL COMMUNITY SPORTS FIELD PROJECT AND THE LIGHTNG IMPROVEMENT PROJECT AT HATCH AND TULLY ROAD , SEVENTH STREET AND EUDCLID AVENUE.

WHEREAS, the City has collected over $77,000 in Community Enhancement funds and desires to allocate those funds toward projects that would enhance the community; and

WHEREAS, Council Member, Planning Commissioners and Staff have reviewed various projects that would benefit the community as a whole; and

WHEREAS, staff has reviewed various projects throughout the community and has included those that will serve the highest benefit.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Hughson does hereby authorize the City Manager to designate funds from the Community Enhancement Fund to Fund 20-7003-800 in the amount of $77,000; and designate funds to the following projects:

1. Water Tank Rehab Project - $30,000
2. Hughson Highs School Community Sports Field Project - $25,000 contingent upon a formalized MOU that articulates the community use opportunities.
3. Lighting Improvement Project – Hatch Road at Tully Road, Seventh Street; and Euclid Avenue - $22,000

NOW THEREFORE, BE IT FURTHER RESOLVED that the City Council of the City of Hughson does herewith direct staff to designate funds and authorize the City Manager to return to the City Council with a recommendation for award of the work.

It is hereby certified that the foregoing Resolution No. 2011-033 was duly introduced and adopted by the City Council of the City of Hughson at its regular meeting held on this 25th day of April, 2011 by the following roll call votes: ( )

Ayes in favor: Councilmembers

Noes:
Absent:
Abstain:

Approved	Attested
_____	_____
Ramon Bawanan, Mayor	Michele P Winterbottom, MMC City Clerk

CITY OF HUGHSON
CITY COUNCIL
RESOLUTION 2011-034

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HUGHSON APPROVING A CONTRACT WITH GOLD STAR PAINTING FOR PAINTING THE HUGHSON WATER TANK AUTHORIZES THE CITY MANAGER TO SIGN THE CONTRACT (FUND 20-7003-800)

WHERAS, the City of Hughson collects Community Enhancement funds for the benefit of the Community and is desire to allocate those funds to certain projects; and

WHEREAS, the City of Hughson has expressed its desire to paint the Hughson Water Tank, the entry way to the City; and

WHEREAS, staff has provided an informal bidding procedures, inviting bids, and has received four bids as follows:

- Gold Star Paining $ 24,980.00
- Water-Mix $ 47,750.49
- APEX $ 65,700.00
- West Painting $106,570.00

WHEREAS, staff is recommending Council award the contract to the lowest and most responsive bidder, Gold Star Painting in the amount of $24,980; and

WHEREAS, staff would request an additional $5,020 to cover incidental expenses in a total amount of $30,000 to the project.

NOW THEREFORE BE IT RESOLVED, the Hughson City Council approves expenditure from Fund 20-7003-800 and approve a Contract with Gold Star Painting in the amount of not to exceed $30,000 and authorizes the City Manager to sign the contract.

It is hereby certified that he foregoing Resolution No 2011-034 was duly introduced and duly adopted by the City Council of the City of Hughson at its regular meeting held on this 25th day of April, 2011 by the following roll call vote: ( )

AYES: Council Members
NOES:
ABSENT:
ABSTAIN:

APPROVED	ATTESTED:
_____	_____
Ramon Bawanan, Mayor	Michele Penirian Winterbottom, MMC City Clerk

ATTACHMENT B – BIDDING PROCEDURE

Bids have been collected using the City's Informal Bid procedure.

3.24.070 Informal bidding procedure.

Where the estimated value of the purchase of supplies or equipment is greater than $5,000, but less than $15,000, the purchasing officer may make the purchase in the open market under the following procedure (this procedure may be referred to as the "open market" procedure), and need not return to the city council for authorization to make the purchase, if the purchase is authorized in the budget.

A. Inviting Bids. The purchasing officer shall solicit bids by written request to prospective vendors, or by telephone, or by public notice posted at City Hall, or any convention thereof.

B. Bids. Bids received shall be kept by the purchasing officer for a period of one year after the submission of bids, and shall be public record.

C. Award of Bids. The purchasing officer shall award the bid to the bidder who best meets the city's needs, including timing, cost, responsiveness, service availability (where appropriate) and responsibility. (Ord. 02-01 § 2, 2002)

3.24.080 Bidding procedure for purchasing between $15,000 and $50,000.

Where the estimated value of the purchase of supplies or equipment is equal to or greater than $15,000, but less than $50,000, the purchasing officer may utilize the procedure specified in HMC 3.24.070 to obtain bids; provided, however, that he shall first obtain the consent of the city council before awarding any contract or purchase. (Ord. 02-01 § 2, 2002).