



# STAFF REPORT

DATE: 12/04/2024  
TO: Honorable Mayor and City Council Members  
FROM: Public Works Department

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**2024-178**

## REQUEST FOR CITY COUNCIL ACTION

### **SUBJECT:**

CONSTRUCTION CONTRACT WITH DAVID OLLIS LANDSCAPE DEVELOPMENT, INC. IN THE AMOUNT OF \$381,875 FOR THE CITY HALL VETERANS MEMORIAL IMPROVEMENTS, CAPITAL IMPROVEMENT PROJECT NO. FC-2023-06; NOTICE INVITING BIDS 25-019AT

### **EXECUTIVE SUMMARY:**

This staff report asks the City Council to approve the Construction Contract with David Ollis Landscape Development, Inc. for the City Hall Veterans Memorial Improvements, Capital Improvement Project No. FC-2023-06. This project will make several improvements to the existing veterans memorial located at City Hall, including adding military flagpoles, removing existing archways, installing amphitheater seating, a granite monument, and additional landscaping and lighting.

### **RECOMMENDED ACTION:**

That the City Council:

- a. Adopt the Plans and Specifications for the City Hall Veterans Memorial Improvements, Capital Improvement Project No. FC-2023-06.
- b. Award Notice Inviting Bids 25-019AT to David Ollis Landscape Development, Inc., the lowest responsive, responsible bidder, for the total bid amount of \$381,875,

and waive all minor irregularities in the bidding document as submitted by the said bidder.

- c. Approve the Construction Contract with David Ollis Landscape Development, Inc. for the City Hall Veterans Memorial Improvements, Capital Improvement Project No. FC-2023-06 in the amount of \$381,875.
- d. Authorize the City Manager, or his designee, to execute the Construction Contract with David Ollis Landscape Development, Inc. in the amount of \$381,875, including any non-substantive extensions, change orders, purchase orders, and amendments up to the amount authorized by Corona Municipal Code Section [3.08.050\(H\)](#) which is equivalent to 10% or \$38,187.
- e. Authorize an appropriation in the amount of \$122,970 from Measure X Fund 120 to the City Hall Veterans Memorial Improvements, Capital Improvement Project No. FC-2023-06.

**BACKGROUND & HISTORY:**

The current City of Corona Veterans Memorial is located on the south side of City Hall. Local veterans groups and the City Council desired to make the memorial more prominent by adding additional features to the existing site. On November 10, 2021, the Committee of the Whole (COTW) provided direction to City staff to proceed with an enhancement project that would include granite monuments, taller flag poles, lighting, signage, landscaping, and seating. After a request for proposals process, an agreement and purchase order were executed with IDS Group, Inc. in accordance with Corona Municipal Code Section [3.08.070](#).

Three design concepts were developed and presented to City Council for consideration at the July 19, 2023, City Council meeting. Staff received direction to obtain feedback from the Corona veterans community and subsequently conducted outreach through online and printed surveys. The survey results were presented to the City Council on December 6, 2023, along with a recommendation to proceed with the Option B “Honor and Glory” design with a few modifications, including removing the free-standing archways adjacent to the memorial.

**ANALYSIS:**

The Project was advertised for bids on September 30, 2024, pursuant to Corona Municipal Code section [3.08.090](#), Public projects - formal bidding procedure, and the City’s purchasing policy through the City’s PlanetBids bidding portal. A total of 1,670 prospective bidders were notified of the project, including 370 registered vendors with the City of Corona, 700 external vendors via PlanetBids, and approximately 600 small and disadvantaged vendors via email. On November 7, 2024, four bids were received through the PlanetBids bidding service.

No.	Contractor	Location	Bid Total
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1	David Ollis Landscape Development, Inc.	Redlands, CA	\$381,875.00
2	Estate Design and Construction, Inc.	Los Angeles, CA	\$425,000.00
3	Metrocell Construction, Inc.	Ontario, CA	\$616,000.00
4	Red Castle Construction	Chino Hills, CA	\$945,266.97

Staff has reviewed all bids and recommends awarding the contract to David Ollis Landscape Development, Inc., as the lowest responsive, responsible bidder based on the Bid Schedule for a total contract amount of \$381,875. All licenses and documents for David Ollis Landscape Development, Inc. have been reviewed and verified by City staff, and all other documentation is in order.

**FINANCIAL IMPACT:**

This project is funded from Measure X Fund 120, with an available balance of \$382,984. After City Council approval of the appropriation, funding to complete the construction and inspection of the City Hall Veterans Memorial Improvement Project will be available in the Capital Improvement Project No. FC-2023-06.

The estimated construction costs for the project are outlined as follows:

Construction

.....				
\$381,875				
Construction	Inspection,	Labor	Compliance	and Staff
Time.....		\$85,892		
Contingency				(10%)
.....				\$38,187
<b>Total</b>	<b>Project</b>			<b>Cost</b>
.....				<b>\$505,954</b>

Staff recommends an appropriation as follows:

Project No.	Fund	Current Balance	Appropriation	Revised Balance
FC-2023-06 (City Hall Veterans Memorial Improvements)	Measure X Fund 120	\$382,984	\$122,970	\$505,954

**ENVIRONMENTAL ANALYSIS:**

This action is categorically exempt pursuant to Section 15301 of the Guidelines for the California Environmental Quality Act (CEQA), which states that the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use beyond that existing at the time of the CEQA

determination and is therefore exempt from CEQA. Therefore, no environmental analysis is required and staff has filed a Notice of Exemption with the County of Riverside.

**PREPARED BY:** TRACY MARTIN, SENIOR PROJECT MANAGER

**REVIEWED BY:** SAVAT KHAMPHOU, PUBLIC WORKS DIRECTOR

**ATTACHMENTS:**

1. Exhibit 1 – Location Map
2. Exhibit 2 – Construction Contract