



NEWPORT BEACH

City Council Staff Report

April 14, 2026
Agenda Item No. 5

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

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TITLE: Fiscal Year 2025-26 Facilities Roofing Project – Notice of
Completion for Contract No. 9860-1 (26F02)

ABSTRACT:

On October 28, 2025, the City Council awarded Contract No. 9860-1 for the Fiscal Year 2025-26 Facilities Roofing Project to AME Builders, Inc. of Upland. The project involved replacing the existing roof systems with new built-up roofing systems at the Mariners Library and Fire Station No. 7. The work is now complete and staff requests City Council acceptance and closeout of the contract.

RECOMMENDATIONS:

- a) Determine this action is exempt from the California Environmental Quality Act (CEQA) pursuant to Sections 15060(c)(2) and 15060(c)(3) of the CEQA Guidelines because this action will not result in a physical change to the environment, directly or indirectly; and
- b) Accept the completed work and authorize the City Clerk to file a Notice of Completion for the project.

DISCUSSION:

Overall Contract Cost/Time Summary

Awarded Contract Amount	Final Total Contract Amount	Total Contract Change Amount		Percent Contract Cost Change
\$423,400	\$426,642.41	\$3,242.41		0.77%
Allowed Contract Time + Approved Extensions (Days) =		85	Actual Time Used (Days)	53

The FY 2025-26 Facilities Roofing Project was included in the Facilities Maintenance Master Plan (FMMP) and replaced the existing roof systems with a new built-up roofing systems at the Mariners Library and Fire Station No. 7. During construction, several sections of rotted roof sheathing at Mariners Library and rusted sheet metal panels at Fire Station No. 7 were uncovered and repaired. The contracted work has been completed to the satisfaction of the Public Works Department.

A summary of the contract construction cost is as follows:

Original Bid Amount:	\$	423,400.00
Actual Cost of Bid Items Constructed:	\$	423,400.00
Total Change Orders:	\$	<u>3,242.41</u>
Final Contract Cost:	\$	426,642.41

The total contract amount was \$426,642.41, which is 0.77% higher than the original bid amount. The added work was primarily due to unknown conditions encountered throughout the project during demolition and installation of the new roof systems. Removal of the existing roofing systems exposed additional roofing members in need of repair or replacement due to rot or rust.

A summary of the project schedule milestones is as follows:

Estimated Start of Construction per Annual Baseline Schedule	January 12, 2026
Actual Start of Construction Per Notice to Proceed	December 1, 2025
Estimated Completion Per Annual Baseline Schedule	May 1, 2026
Substantial Completion Date Inclusive of Extra Work	March 4, 2026

FISCAL IMPACT:

The FY 2025-2026 Facilities Roofing Project was included within the FY 2025-26 Capital Improvement Program budget. Funds for the construction contract were expended from the following account:

<u>Account Description</u>	<u>Account Number</u>	<u>Amount</u>
FMMP	57101-980000-26F02	\$ <u>426,642.41</u>
Total:		\$ 426,642.41

The FMMP includes a comprehensive condition assessment of all City of Newport Beach facilities and prioritizes capital repairs and/or major maintenance based on a variety of factors including current condition and age of facilities. This program funds a variety of capital repair and maintenance projects and is funded by the General Fund.

ENVIRONMENTAL REVIEW:

On October 28, 2025, the City Council found this project exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15303(d), Class 1 (restoration or rehabilitation of deteriorated facilities involving negligible or no expansion or existing use)

of the CEQA guidelines, California Code of Regulations, Title 14, Division 6, Chapter 3. Because this project has no potential to have a significant effect on the environment.

NOTICING:

The agenda item has been noticed according to the Brown Act (72 hours in advance of the meeting at which the City Council considers the item).

ATTACHMENT:

Attachment A – Location Map