



NEWPORT BEACH

City Council Staff Report

August 26, 2025
Agenda Item No. 20

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

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TITLE: Police Department Parking Lot Maintenance Project No. 25F02) –
Notice of Completion for Contract No. 7901-1

ABSTRACT:

On January 14, 2025, the City Council awarded Contract No. 7901-1 for the Police Department Parking Lot Maintenance Project to Elegant Construction, Inc. The project rehabilitated the existing employee parking lot and expanded the front public parking area at the Newport Beach Police Department's headquarters building, located at 870 Santa Barbara Dr. The work is now complete and staff requests City Council acceptance and close out of the contract.

RECOMMENDATIONS:

- a) 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
\$585,000	\$638,366.68	\$53,366.68	9.1%
Allowed Contract Time + Approved Extensions/Suspensions (Days) =		60	Actual Time Used (Days) 60

This project consisted of rehabilitating the parking lot of the Police Department headquarters building to provide additional parking spaces, resolve maintenance nuisances and potential safety hazards, improve aesthetic appeal, and provide greater functionality for department activities.

The contracted work has been completed to the satisfaction of the Public Works Department.

A summary of the construction cost is as follows:

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Original Bid Amount:	\$ 585,000.00
Actual Cost of Bid Items Constructed:	\$ 585,000.00
Total Change Orders:	<u>\$ 53,366.68</u>
Final Contract Cost:	\$638,366.68

The total contract amount was \$638,366.68, approximately 9.1% higher than the original bid amount. Additional work included removing and reconstructing a trash enclosure, performing additional concrete work, and adding wheel stops and a safety railing to the public parking lot.

A summary of the project schedule milestones is as follows:

Estimated Start of Construction per Annual Baseline Schedule	January 6, 2025
Actual Start of Construction Per Notice to Proceed	April 14, 2025
Estimated Completion Per Annual Baseline Schedule	April 25, 2025
Substantial Completion Date Inclusive of Extra Work	June 30, 2025

FISCAL IMPACT:

The Police Department Parking Lot Maintenance Project was funded from the Fiscal Year 2023-24 and FY 2024-25 Capital Improvement Program (CIP) Budgets. Funds for the construction contract were expended from the Facilities Maintenance Master Plan (FMMP) (General Fund) in the following accounts:

<u>Account Description</u>	<u>Account Number</u>	<u>Amount</u>
FMMP Facilities Maintenance CIP	57101-980000-24F02	\$ 41,192.39
FMMP Facilities Maintenance CIP	57101-980000-25F02	\$ 597,174.29
Total:		<u>\$ 638,366.68</u>

ENVIRONMENTAL REVIEW:

On January 14, 2025, the City Council found this project exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15301 (Existing Facilities) of the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3, because it 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