

CITY OF SAN MATEO
City Council Regular Meeting
February 3, 2025
7:00 PM



COUNCIL MEMBERS
Robert Newson Jr., Mayor
Adam Loraine, Deputy Mayor
Nicole Fernandez
Danielle Cwirko-Godycki
Lisa Diaz Nash

AGENDA ITEM

6. PW Facilities On-Call General Contracting Services

Approve Contract Change Order No. 1 to the construction contract with Y3C, Inc. in the amount of \$160,000 to provide on-call contracting services to Public Works Facilities through Fiscal Year 2024-25, increasing the total contract amount to \$250,000; and authorize the Public Works Director to execute the change order in substantially the form presented.

CEQA: Approval of a change order with Y3C, Inc. for on-call general contracting services is categorically exempt from CEQA as an "existing facility," because it consists of 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 existing or former use. (CEQA Guidelines Section 15301.)



CITY OF SAN MATEO

City Hall
330 W. 20th Avenue
San Mateo CA 94403
www.cityofsanmateo.org

Agenda Report

Agenda Number: 6

Section Name: CONSENT CALENDAR

Account Number: 82-468

File ID: 24-9376

TO: City Council
FROM: Alex Khojikian, City Manager
PREPARED BY: Public Works Department
MEETING DATE: February 3, 2025
SUBJECT:
PW Facilities On-Call General Contracting Services – Approval

RECOMMENDATION:

Approve Contract Change Order No. 1 to the construction contract with Y3C, Inc. in the amount of \$160,000 to provide on-call contracting services to Public Works Facilities through Fiscal Year 2024-25, increasing the total contract amount to \$250,000; and authorize the Public Works Director to execute the change order in substantially the form presented.

BACKGROUND:

Public Works staff is requesting general contracting services to support the Public Works Facilities Division with General Maintenance projects and to provide off-hour emergency response. In addition to routine maintenance, the division is currently overseeing more than twenty projects that require general contracting services. These projects are essential to public health, safety, and welfare, and include, but are not limited to, the following:

1. City Hall Concrete Slab Removal for Soils Investigation
2. City Hall Permit Counter Reconfiguration
3. Collapsed lateral at 2nd/ECR Garage
4. Poplar Creek Water Intrusion Investigation
5. Poplar Creek Infestation Assessment
6. Los Prados Light Failure Assessment
7. Differential Settlement at Lakeshore Park
8. Differential Settlement at Indian Springs
9. Various plumbing work at City parks (i.e., Seal Point Park)
10. Beresford Recreation Center Metal Pole Refurbishment
11. Lakeshore Park Snack Shack Leak Investigation
12. Citywide fence repairs
13. Backup Generator Installation at Various Sites
14. Acoustical Attenuation Projects
15. Mechanical Equipment Replacement
16. Tenant Improvements Projects at the Corp Yard
17. Vandalism Repair at Various Sites
18. Hazardous Materials Removal at Various Sites
19. Mechanical repairs at Recreation Centers (i.e., King)
20. Electrical / Lighting repairs at City parks (i.e., Los Prados)
21. Water intrusion investigation and repair (i.e., Roofs)

In Fall 2024, the City prequalified five contractors based on previous satisfactory performance and invited them to submit

proposals for the specified work. As a result, four contractors, SP Construction, Inc., Y3C, Inc., Newton Construction & Management, and Angeles Contractor, Inc. were awarded on-call agreements, each valued at \$90,000. These contractors were selected due to their familiarity with the City's facilities and its diverse range of project types, and their ability to respond to them. All four are currently working continuously to assist in reducing staff workload and ensuring the smooth operation of day-to-day activities.

The Facilities and Fleet Services Division expects a significant increase in maintenance and repair work during the wet weather months, including on-call responses on nights and weekends, which may create challenges in meeting coverage needs with the current personnel schedule. The work includes, but is not limited to, electrical outages, fence damage, generator maintenance, roof and window repairs, etc. Y3C, Inc. has performed exceptionally under their current contract, has proven to be dependable at all hours, has access to specialized personnel, resources, and equipment, and is familiar with the City's policies and procedures. Staff recommends a change order to the on-call agreement with Y3C, Inc. for an additional \$160,000. Subsequent proposals for each task will be submitted and reviewed before execution. The requested amount is based on prior years' expenditures for issues such as fence, structural, or waterproofing repairs.

BUDGET IMPACT:

These services are funded through the Facilities operating and various capital project budgets, which include sufficient funding for this change order.

ENVIRONMENTAL DETERMINATION:

Approval of a change order with Y3C, Inc. for on-call general contracting services is categorically exempt from CEQA as an "existing facility," because it consists of 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 existing or former use. (CEQA Guidelines Section 15301.)

NOTICE PROVIDED

All meeting noticing requirements were met.

ATTACHMENTS

Att 1 – Contract Change Order No. 1

STAFF CONTACT

Steve Wu, Facilities & Fleet Services Manager
swu@cityofsanmateo.org
(650) 522-7345

CITY OF SAN MATEO
PUBLIC WORKS DEPARTMENT
330 WEST 20TH AVENUE
SAN MATEO, CA 94403
(650) 522-7300

CONTRACT CHANGE ORDER #1

PROJECT: PW Facilities On-Call General Contractual Services

TO: Y3C, Inc.
2804 Butte St, #A
Santa Clara, CA 95051

CONTRACT CHANGE ORDER NO. 1

Page 1 of 1

PO/SCON No. 0000856

Date 1/13/2025

Cost Center Facilities

You are hereby directed to make the herein described changes from the plans and specifications or do the following described work not included in the plans and specifications on your contract.

DESCRIPTION OF WORK

Following is a description of work to be done, estimate of quantities, and prices to be paid.

In October 2024, the City awarded an on-call construction contract to Y3C, Inc. in the amount of \$90,000. This change order is for additional general maintenance work and to provide emergency after hours response through FY '24-'25.

Total cost of change not to exceed: \$160,000

We, the undersigned contractor, have given careful consideration to the change proposed and hereby agree, if this proposal is approved, that we will provide all equipment, furnish all materials, except as may otherwise be noted above, and perform all services necessary for the work above specified, and will accept as full payment therefore the prices shown above.

By reason of this proposed change, 0 days extension of time will be allowed.

Date Accepted: _____

Contractor (Y3C, Inc.)

By: _____

Title: _____

DISTRIBUTION: Purchasing, City Clerk, Contractor, Construction Manager, Project Analyst, Project File

STATEMENT OF ACCOUNT

Original Contract Price	\$90,000.00
Previous Change Orders	\$0.00
Total to date	\$90,000.00
This Change Order	\$160,000.00

Revised Contract Price \$250,000.00

Date Approved: _____

By: _____

Matt Fabry, Public Works Director

NOTE: This change order is not effective until approved by the Public Works Director.