



## Staff Report

### May 13, 2025

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**TO:** Honorable Mayor and Members of the Town Council  
**FROM:** Richard Ly-Lee, Town Engineer  
**RE:** Contract Acceptance of the Street Culvert Reconstruction project #22-14; and Authorizing staff to file a Notice of Completion with the Placer County Recorder's Office.

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#### **Recommendation**

Staff is recommending that the Town Council adopt a resolution:

1. Town Council adopt a resolution accepting the improvements completed by The Design Build Inc, for the Street Culvert Reconstruction project #22-14; and
2. Authorizing the revised construction contract amount to \$1,170,000; and
3. Authorizing staff to file a Notice of Completion with the Placer County Recorder's Office.

#### **Issue Statement and Discussion**

As part of the FY 2022-23 and FY 2023-24 Capital Improvements Program budget, the Street Culvert Crossing Reconstruction Project #22-14 was identified as one of the more significant projects to be completed out of the Drainage Fund. This proposed project consisted of the replacement of approximately two dozen locations around town where 12-inch to 24-inch diameter corrugated metal pipes were at various stages of failure as they cross under the roadway. Many of the pipes have rusted-out bottoms, which over time, if not replaced, will create sink holes in the roadway, become blocked with debris, and restrict the flow of water. This project will remove and replace these pipes with high-density polyethylene (HDPE) plastic pipe that is resistant to future corrosion.

The construction contract was awarded to The Design Build, Inc., a Sacramento-based contractor with 12 years of experience in similar infrastructure work. On April 9, 2024, the Town Council approved the contract in the amount of \$706,036.01 and authorized a construction budget of \$800,000, inclusive of contingencies. Subsequently, on August 13, 2024, the Town Council reallocated \$165,000 in funding from the defunded Humphrey Ditch Undergrounding Project to support the increased construction needs of the culvert project, resulting in a revised construction budget of \$965,000. Upon project completion, the total actual construction cost increased to \$1,170,000. The increased cost was due to unforeseen conflicts with SPMUD pressurized sewer line and PCWA irrigation line, which resulted in a change order for two locations. The total construction cost for Street Culvert Reconstruction project #22-14 budget is shown below:

| <b>Expenditures</b>                    | <b>Budgeted Amount</b> | <b>Actual Expended Amount</b> |
|--|------------------------|-------------------------------|
| Construction w/Construction Management | \$1,215,000            | \$1,170,000                   |
| Design/Project Administration          | \$200,000              | \$159,719                     |
| <b>Total Expenditures</b>              | <b>\$1,415,000</b>     | <b>\$ 1,329,719</b>           |

\*Note, this table includes the additional \$165,000 appropriation from defunding Humphrey Ditch Undergrounding project.

At the time of completion of the project the actual expended amount was **\$1,329,719**, which was **\$85,281** under the budgeted project total amount.

The project has been completed in accordance with the plans and specifications and to the satisfaction of the Town Engineer on May 1, 2025. In accordance with Public Contract Code Section 7107, a Notice of Completion needs to be filed with the Placer County Recorder's Office at the time the streets were accepted for beneficial use by staff and council.

### **CEQA Requirements**

Project is CEQA exempt.

### **Financial and/or Policy Implications**

#### *Financial*

The Street Culvert Reconstruction project #22-14 was funded through the FY 22/23 and FY 23/24 Capital Improvements Program, with allocations from American River Rescue Plan Act (ARPA) and the Drainage Development Fees (Fund 318).

The total construction costs for the project were completed at \$1,170,000, which is within the approved construction budget of \$1,215,000 but exceeds the originally appropriated amount of \$965,000 authorized by the Town Council. The total project budget, inclusive of all phases—design, construction, and construction support—was \$1,329,719. Despite the increase in construction costs, the overall project remained within the total budget target. As a result, no additional appropriation is required; however, a revision to the construction contract amount is necessary to reflect the final expenditure.

#### *Policy Implications*

### **Attachment**

- A. Resolution
- B. Notice of Completion

# TOWN OF LOOMIS

## RESOLUTION 25 - \_\_\_\_

### A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LOOMIS CONTRACT ACCEPTANCE OF THE PATCH PAVING PROJECT #24-01 ; AND AUTHORIZING STAFF TO FILE A NOTICE OF COMPLETION WITH THE PLACER COUNTY RECORDER'S OFFICE.

**WHEREAS**, on April 9<sup>th</sup>, 2024, the Town Council awarded the construction contract to The Design Build Inc, California, for their low base bid of \$706,036.01 ; and

**WHEREAS**, work on the project consisted of the replacement of approximately two dozen locations around town where 12-inch to 24-inch diameter corrugated metal pipes were at various stages of failure as they cross under the roadway. ; and

**WHEREAS**, the total revised construction amount for the Storm Drain Culvert Replacement project #22-14 is \$1,170,000; and

**WHEREAS**, The Design Build Inc successfully completed the Storm Drain Culvert Replacement project #22-14 in accordance with the plans and specifications and to the satisfaction of the Town Engineer on May 1, 2025 ; and

**WHEREAS**, in accordance with Public Contract Code Section 7101, a Notice of Completion will be filed with the Placer County Recorder's Office, at the time the streets were accepted for beneficial use by staff and council; and

**NOW, THEREFORE, BE IT RESOLVED** that the Town Council of the Town of Loomis does hereby accept the Storm Drain Culvert Replacement project #22-14 as complete; and be it

**PASSED AND ADOPTED** this 13<sup>th</sup> day of May 2025 by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAINED:**

**ATTEST:**

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Town Clerk

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Mayor

RECORDING REQUESTED BY AND  
WHEN RECORDED MAIL TO:

Town Clerk  
Town of Loomis  
3665 Taylor Road  
P.O. Box 1330  
Loomis, CA 95650

APN(s): 045-290-082-000

(THIS SPACE ABOVE FOR RECORDER'S USE ONLY)  
[Exempt from recording fee per Gov. Code § 27383]

**NOTICE OF COMPLETION**

(Cal Civ. Code §§ 8180-8190, 8100-8118, 9200-9208)

- A. The Town of Loomis, a California municipal corporation, entered into a written contract with The Design Build Inc., dated April 9<sup>th</sup> 2024, to complete the Street Culvert Replacement Project. The surety on said contract is held by the Gray Casualty and Surety Company in the State of Louisiana.
- B. NOTICE IS HEREBY GIVEN THAT:
- (1) The name and address of the owner or reputed owner is:  
Town of Loomis, 3665 Taylor Road, P.O. Box 1330, Loomis, CA 95650
  - (2) The name and address of the direct contractor are:  
The Design Build, Inc., 1930 Del Paso Rd, Sacramento, CA 95834
  - (3) The name and address of the construction lender, if any are: Not applicable
  - (4) A description of the site sufficient for identification, including the street address, if any:  
This proposed project consisted of the replacement of culverts at approximately two dozen locations throughout the Town of Loomis
  - (5) The name, address and relationship to the parties of the person giving notice:  
Town of Loomis, a California Municipal Corporation, which has jurisdiction over the property and has contracted directly with the contractor to have the work performed.
  - (6) The person giving this notice is not a claimant.
  - (7) This notice is given for (check one):  
☒ Completion of the work of improvements as a whole.  
☐ Completion of a contract for a particular portion of the work or improvements. If the notice is given only for completion of a contract for a particular portion of the work of improvements as provided in California Civil Code Section 8186, provide the following information:
    - (a) The name and address of the direct contractor under that contract.
    - (b) A general statement of the work provided pursuant to the contract.
  - (8) If signed by the owner's successor in interest, the name and address of the successor's transferor: Not applicable
  - (9) The nature of the interest or estate of the owner (property or easement): Property
  - (10) The date of completion: May 01, 2025

I, **Richard J. Ly-Lee**, am the Town Engineer for the Town of Loomis, which has jurisdiction over the interest or estate in the property described above, and as such, make this verification on behalf of the Town of Loomis, that I have read the above Notice of Completion and know the contents thereof and that the facts stated therein are true of my own knowledge. I declare under penalty of perjury, under the laws of the State of California, that the foregoing is true and correct.

Executed on \_\_\_\_\_, 20\_\_\_\_, at  
Loomis, California

Attest:

\_\_\_\_\_  
Richard J. Ly-Lee, Town Engineer  
(Signature)

\_\_\_\_\_  
Carol Parker, Town Clerk in and for  
the Town of Loomis, California (Signature)