

RESOLUTION NO. 19-01

**CITY OF MILLBRAE, COUNTY OF SAN MATEO
STATE OF CALIFORNIA**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILLBRAE
AWARDING A CONTRACT TO CENTURY CARPET IN THE AMOUNT OF
\$86,800 FOR THE REPLACEMENT OF EXISTING CARPET AT MILLBRAE
CITY HALL, ESTABLISHING A PROJECT CONTINGENCY FUND OF \$13,000,
AND AUTHORIZING THE CITY MANAGER, OR HIS DESIGNEE, TO
EXECUTE THE CONTRACT AND ALL CONTRACT CHANGE ORDERS UP
TO THE PROJECT CONTINGENCY FUND**

WHEREAS, on June 12, 2018, the City Council adopted Resolution No. 18-34 adopting the Capital Improvement Program budget for Fiscal Year 2019 through 2023, which included \$350,000 in funding for the City Hall Campus Program (Program), designed to meet the immediate needs of the City's facilities; and

WHEREAS, the Program includes the replacement of existing carpet at Millbrae City Hall project (Project), which consists of replacing the existing carpet at City Hall due to severe wear and tear that has occurred throughout the years; and

WHEREAS, on October 2, 2018, the City advertised a Notice to Bidders in the San Mateo Daily Journal inviting interested bidders to submit their sealed bids for the Project; and

WHEREAS, on November 13, 2018, the City Clerk received three (3) bids and publicly opened and read the bids for the Project; and

WHEREAS, the apparent responsive and responsible low bidder is Century Carpet with a bid of \$86,800; and

WHEREAS, staff recommends that the City Council award the contract for the Project to Century Carpet in the amount of \$86,800; and

WHEREAS, staff also recommends that the City Council approve a contingency fund of \$13,000 for additional work as needed and to cover Project administration costs; and

WHEREAS, there are funds available in the Fiscal Year 2018-2019 budget which are sufficient to cover the costs of the Project.

NOW, THEREFORE BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF MILLBRAE hereby awards the contract to Century Carpet in the amount of \$86,800 for the replacement of existing carpet at Millbrae City Hall (Project); and

BE IT FURTHER RESOLVED that the City Council of the City of Millbrae establishes a Project contingency fund of \$13,000; and

BE IT FURTHER RESOLVED that the City Council of the City of Millbrae authorizes the City Manager or his designee to execute the contract and all contract change orders up to the Project contingency amount.

REGULARLY PASSED AND ADOPTED this 8th day of January, 2019.



Mayor


ATTEST:



City Clerk

I do hereby certify that the foregoing Resolution was duly and regularly passed and adopted by the City Council of the City of Millbrae this 8th day of January 2019, by the following vote:

AYES:	COUNCILMEMBERS:	Lee, Holober, Oliva, Schneider and Papan
NOES:	COUNCILMEMBERS:	None
ABSENT:	COUNCILMEMBERS:	None
ABSTAIN:	COUNCILMEMBERS:	None
EXCUSED:	COUNCILMEMBERS:	None



CITY CLERK