



**SAN BENITO COUNTY  
AGENDA ITEM  
TRANSMITTAL FORM**

Dom Zanger  
District No. 1  
Vice-Chair

Kollin Kosmicki  
District No. 2  
Chair

Mindy Sotelo  
District No. 3

Angela Curro  
District No. 4

Ignacio Velazquez  
District No. 5

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**Item Number: 1.17**

**MEETING DATE:** 02/11/2025

**DEPARTMENT:** RESOURCE MANAGEMENT AGENCY

**AGENDA ITEM PREPARER:** Salman Kazmi

**DEPT HEAD/DIRECTOR:** Steve Loupe

**SUBJECT:**

**RESOURCE MANAGEMENT AGENCY – S. LOUPE, PUBLIC WORKS ADMINISTRATOR**

Authorize payment of invoices for Villa & Sons in the amount of \$59,724.00 for construction services for repairs to the damaged Kitchen flooring at the County Jail, including floor replacement, plumbing material, and fitting upgrades to fix the leaks that caused the damage; ratify the contract with Villa & Sons in the amount of \$59,724.00 and authorize the Board Chair to sign it; and approve the Budget Adjustment of \$60,500.00 from the Jail Trust Fund to the new CIP Jail Kitchen project budget, to pay for the construction repair services and related design review costs (4/5 Vote required).

SBC FILE NUMBER: 105

**AGENDA SECTION:**

CONSENT AGENDA

**BACKGROUND/SUMMARY:**

The epoxy coating on the Old Jail Kitchen floor started to peel away, resulting in a dangerously slippery surface. This not only created a significant trip hazard but also raised concerns about the safety of everyone using the space. The staff became increasingly concerned, and immediate attention was needed to prevent accidents that particularly affect life safety at the County Jail facility.

The contract for the construction scope was signed by the Contractor and the County's Legal team. However, due to the urgency of the repairs and reduced Holiday schedule, the contract was not fully executed prior to completion of the repair work. The scope was to replace the damaged Kitchen flooring at the County Jail. The County obtained competitive quotes and negotiated a contract with the preferred contractor, Villa & Sons, under the California Uniform Public Construction Cost Accounting Act

(CUPCCAA), specifically Public Contracts Code section 22032(a), and County Code section 15.09.050. The Board's adoption of plans, specifications, and competitive bidding is not required prior to awarding contracts under \$60,000.00 (recently increased to \$75,000.00), but prior Board direction required the Board's approval of such contracts over \$50,000.00. It was deemed urgent to complete the repair work in order to maintain service essential to health and safety of Jail staff and inmates, but given the reduced Holiday schedule, it was not possible to submit the contract for Board approval prior to completing the repairs. The contract with Reid Lerner Architects for design review in the amount of \$500.00 was fully executed, but the cost for the design review services also needs to be added to the CIP Budget for this project.

A proposed item is presented for the Board to approve the invoice from Villa & Sons in the amount of \$59,724.00 and ratify their contract for the replacement of the Old Jail Kitchen floor. Staff also recommends that the Board approve the budget adjustment of \$60,500 to the CIP project budget transfer from the Sheriff's trust fund (Division 4485 - Jail Construction), to pay for the construction repair services and related design review costs.

**RESOLUTION OR ORDINANCE NEEDED FOR THIS ITEM:**

No

**CONTRACT NEEDED FOR THIS ITEM:**

Yes

**RFP AND BID HISTORY:**

The County obtained competitive quotations for the construction work and negotiated a contract with the preferred contractor, Villa & Sons, pursuant to the California Uniform Public Construction Cost Accounting Act (CUPCCAA).

**LAST CONTRACT AMOUNT OR N/A:**

N/A

**CONTRACT HISTORY (Describe all amendments and previous contracts):**

New

**STRATEGIC PLAN GOALS: 1. Operational Development & Excellence**

Yes

**STRATEGIC PLAN GOALS: 2. Planning And Sustainable Growth**

No

**STRATEGIC PLAN GOALS: 3. Technology**

No

**STRATEGIC PLAN GOALS: 4. Community Engagement**

No

**STRATEGIC PLAN GOALS: 5. Health & Safe Community**

Yes

**BUDGETED:**

No

**BUDGET ADJUSTMENT NEEDED:**

Yes

**SOURCE OF FUNDING:**

Non-general Fund

**UNFUNDED MANDATE:**

No

**SBC BUDGET LINE ITEM NUMBER:**

300.70.3500.1302

**CURRENT FY COST:**

\$60,500.00

**STAFF RECOMMENDATION:**

Staff recommends that the Board:

1. Authorize payment of invoices from Villa and Sons in the amount of \$59,724.00 for the construction repair work performed at the Jail Kitchen, including floor replacement, plumbing material, and fitting upgrades to fix the leaks that caused the damages (4/5 vote required);
2. Ratify the contract with Villa & Sons for the construction repair work in the amount of \$59,724.00 and authorize the Board Chair to sign it.
3. Approve the Budget Adjustment of \$60,500 to the CIP project budget transfer from the Sheriff's Trust Fund (Division 4485 - Jail Construction), to pay for the construction repair services and related design review costs. (4/5 vote required)

**BOARD ACTION RESULTS:**

1. Authorized payment of invoices per staff recommendation. (5/0 vote)
2. Approved contract per staff recommendation. (5/0 vote)
3. Approved Budget Adjustment per staff recommendation. (5/0 vote)

**ATTACHMENTS:**

[Villa & Sons - Jail Floor Final Invoice](#)

[Contract with Villa & Sons Enterprises - Jail Kitchen Floor Replacement Project - Exp. 10.31.25](#)

Budget Adjustment - Jail Kitchen Floor Replacement  
Fully Execute Contract - Villa & Sons Enterprises  
Fully Executed Budget Adj - Villa and Sons