



**SAN BENITO COUNTY  
AGENDA ITEM  
TRANSMITTAL FORM**

Dom Zanger  
District No. 1

Kollin Kosmicki  
District No. 2

Mindy Sotelo  
District No. 3  
Chair

Angela Curro  
District No. 4  
Vice-Chair

Bea Gonzales  
District No. 5

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**Item Number: 3.14**

**MEETING DATE:** 02/07/2023

**DEPARTMENT:** RESOURCE MANAGEMENT AGENCY

**AGENDA ITEM PREPARER:** Karen Gumin

**DEPT HEAD/DIRECTOR:** Steve Loupe

**SUBJECT:**

**RESOURCE MANAGEMENT AGENCY – S. LOUPE, ASSISTANT DIRECTOR PUBLIC WORKS**

Accept all bids for the PWB-2203, Child Support Services Tenant Improvement Office Remodel, and find C2 Builders Inc. as the lowest responsive responsible bidder; award contract to C2 Builders in the amount of \$263,400.00; approve contract and authorize the Public Works Administrator to execute the contract upon receipt of all contract documents required in the Invitation for Bids; authorize the Public Works Administrator to issue change orders in an amount not to exceed \$25,670.00; and approve Budget Adjustment/Transfer in the amount of \$29,070.00 from California Child Support Services LCSA Relocation Fund to CIP Fund (4/5 Vote Required)  
SBC FILE NUMBER: 105.3

**AGENDA SECTION:**

CONSENT AGENDA

**BACKGROUND/SUMMARY:**

The County of San Benito Child Support Services Department (CSS) office was relocated to 1131 San Felipe Road in June 2021, the site of the former Behavioral Health Center. The single-story office suite is an estimated 12,000 GSF and is assessed in fair condition by the County's 2021 Facility Condition Report. Currently the CSS staff occupy a portion of the office suite as they determine the office layout requirements for their department operations.

To best support the public, a new constructed lobby, reception check in area, minimal internal finishes, flooring repair and/or replacement, and a new layout reconfiguration of offices are needed. The Board of Supervisors adopted the CSS Building Improvements Project in the FY 21-22 Capital Improvement Schedule in May 2021, and adopted plans and specifications and authorized issuance of an Invitation for

Bids for the PWB-2203, Child Support Services Tenant Improvement Office Remodel project, on May 24, 2022.

The Invitation for Bids was published June 20, 2022. Two pre-bid conferences were held on-site in July, 2022 with three general contractors in attendance. Sealed bids were received on Thursday, July 14, 2022 at 2pm at the RMA offices from two bidders, C2 Builders, Inc, and Dilbeck & Sons, Inc.. C2 Builders, Inc. was found to be the lowest responsive responsible bidder.

A contract with C2 Builders, Inc. is presented for the Board's consideration. If approved at this meeting, construction is anticipated to begin by February 17, 2023 for an estimated completion date of June 2023. Upon completion, the CSS department will occupy, with a separate secured public entrance and new lobby, 6,000 gross square feet of the office suite, thus allowing for additional county departments or services to expand at the 1131 San Felipe location.

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

N/A

**CONTRACT NEEDED FOR THIS ITEM:**

Yes

**CONTRACT AND RFP HISTORY:**

The Board of Supervisors adopted plans and specifications and authorized issuance of the Invitation for Bids for PWB-2203 on May 24, 2022. The Invitation for Bids was published in June, 2022, bids were received on July 14, 2022, and C2 Builders, Inc. was found to be the lowest responsive responsible bidder. This is the first contract pertaining to this project.

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

N/A

**STATE IF THIS IS A NEW CONTRACT/ HOW MANY PAST AMENDED CONTRACTS/ OR N/A:**

New Contract

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

Yes

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

Yes

**STRATEGIC PLAN GOALS: 3. Technology**

No

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

No

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

No

### **BUDGETED:**

Yes

### **BUDGET ADJUSTMENT NEEDED:**

Yes

### **SOURCE OF FUNDING:**

Non-general Fund

### **UNFUNDED MANDATE:**

No

### **SBC BUDGET LINE ITEM NUMBER:**

300.70.3500.1302.650.106 CIP FIXED ASSETS BUILDING IMPROVEMENTS

### **CURRENT FY COST:**

\$29,070.00 is additional above approved budget; \$289,740.00 is total contract

### **STAFF RECOMMENDATION:**

Staff respectfully recommends that the Board:

- 1) Accept all bids received for the PWB-2203 Child Support Services Tenant Improvements Office Remodel;
- 2) Find C2 Builders Inc. as the lowest responsive responsible bidder;
- 3) Award contract to C2 Builders Inc. in the amount of \$263,400.00;
- 4) Approve contract and authorize the Public Works Administrator to execute the contract upon receipt of all documents required in the Invitation for Bids;
- 5) Authorize the Public Works Administrator to issue contract change orders in an amount not to exceed \$25,670.00; and
- 6) Approve Budget Adjustment/Transfer in the amount of \$29,070.00 California Child Support Services LCSA Relocation Fund to CIP Fund (4/5 Vote Required).

### **BOARD ACTION RESULTS:**

Approved contract, per staff recommendation. (5/0 Vote)

### **ATTACHMENTS:**

[220714 CIP CSS Remodel Bid Tabulation Table](#)  
[Contract with C2 Builders, Inc.](#)  
[Budget Adjustment/Transfer Form](#)